



CHOITHRAM COLLEGE OF NURSING

Accredited by NAAC, Affiliated to INC, MPNRC Bhopal, MPMSU Jabalpur
Choithram Hospital & Research Centre Manik Bagh Road, Indore 452014 (M.P.)



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5.1.5: Student support and progression: Additional Information

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GRIEVANCE REDRESSAL CELL POLICY

Choithram College of Nursing has a well-established Grievance Redressal cell. The function of the cell is to look into the complaints lodged by any student, and judge its merit. The Grievance cell is also empowered to look into matters of harassment. Anyone with a genuine grievance may approach the department members in person, or in consultation with the teacher in-charge of Grievance Cell. In case the student is unwilling to appear in self, grievances may be dropped in writing at the suggestion box of the Grievance Cell.

Objective:

The objective of the Grievance Cell is to develop a responsive and accountable attitude among all the students in order to maintain a harmonious educational atmosphere in the institute.

A Grievance Cell is constituted for the redressal of the problems reported by the Students of the College with the following objectives:

- Upholding the dignity of the College by ensuring strife free atmosphere in the College through promoting cordial peer relationship and student-teacher relationship.
- Encouraging the students to express their grievances / problems freely and frankly, without any fear of being victimized.
- Suggestion / complaint Box is installed in front of the Administrative office in which the Students, who don't want to disclose their identity, put in writing their grievances and their suggestions for improving the Academics / Administration in the College.
- Advise students of the College to respect the right and dignity of one another and show utmost patience and co-operation, whenever any occasion of conflict arises.





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- Guide all the students to refrain from provoking behaviour against other students, teachers and College administration.
- Recommend all faculty members to be affectionate to the students and not behave in a vindictive manner towards any of them for any reason.
- Ragging in any form is strictly prohibited in and outside the institution. Any violation of rules should be urgently brought to the notice of the Principal.

Scope:

The cell will deal with Grievances received in writing from the students about any of the following matters:-

- **Academic Matters:** Related to timely issue of Mark-sheets, Transcripts, Transfer Certificates, Conduct Certificates or other examination related matters.
- **Financial Matters:** Dues and payments related to Tuition fee, library etc.
- **Other Matters:** Related to certain misgivings about conditions of sanitation, preparation of food, availability of transport, victimization by teachers etc.

Functions:

- The cases will be attended promptly on receipt of written grievances from the students.
- The cell will formally review all cases and will act accordingly as per the Institutional policy.

Procedure for lodging complaint:

The grievances shall be redressed depending on the nature of the grievance.

- The students may feel free to put up a grievance in writing in the administration department and drop it in suggestion / complaint boxes.
- Department level counseling is offered where the matter can be resolved.
- Grievances pertaining to academic and internal evaluation shall be redressed at individual/faculty /HOD/ Academic coordinator/ examination coordinator/principal level.
- For other grievances that require review shall be redressed by receiving written and signed application.





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- As soon as the application is received the Redressal Committee shall review the complaint and invites both the parties for discussion. The outcome of the discussion is reported to the Principal for further action to be taken.
- The Grievance Cell will assure that the grievance has been properly solved in a stipulated time limit provided by the cell.

Redressal of Grievances :

- The grievances are redressed at the earliest by issuing warning letter, memo and reformation remedies.
- Priority is given according to the urgency of the complaint. In all cases the aggrieved is informed of the measures taken.
- Checks in the system are introduced to ensure there is no repetition of the same complaint.
- All the grievances concerning to women harassment and ragging , psychosocial issues and discipline shall be dealt by the respective committees as per the prescribed procedures.

Composition :

- Prevention of Sexual Harassment cell
- Anti-ragging cell
- Psychosocial Counselling
- Discipline Committee
- Other Student Related Issues (i.e.university Exam, Food & Accomodation, Infrastructue)

The college has a very conducive environment in which not many grievances are experienced among students. Grievances are addressed informally by class teachers, mentors & student leaders.

The grievance redressal cell looks into the matter and tries to amicably solve the problems and assessments are done in order to ensure the permanent solution of the problems.





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DISCIPLINE AND MONITORING COMMITTEE

College aims to provide an environment where there are no barriers to student success and progression. If a student's behaviour prevents others from feeling safe, secure, respected and able to learn effectively then this may result in disciplinary action. The purpose of this policy is to ensure that all instances of student misconduct are dealt with fairly and consistently and provide a clear procedure to guide both staff and students.

CELL FOR PREVENTION OF SEXUAL HARASSMENT

The Indian government enacted the Sexual Harassment of Women at Workplace (Prevention, Prohibition, and Redressal) Act in 2013 to safeguard women from workplace sexual harassment and abuse. This legislation formalized the directives established by the Supreme Court in the Vishaka State of Rajasthan case. Organizations are mandated to establish Internal Complaints Committees (ICCs) to handle complaints of sexual harassment.

The Choithram College of Nursing has established a committee in accordance with the instructions of the Supreme Court and UGC in order to give the college's employees and students a healthy and welcoming environment. The Committee must run programmes to raise awareness among the faculty and students. Principal serves as the committee's chair, HODs and other significant teaching and non teaching person are among its members. Its goal is to develop a system for the institution's prevention and resolution of cases of sexual harassment and other forms of gender-based violence.

ANTI RAGGING COMMITTEE

According to UGC Regulations on Curbing the Menace of Ragging in Higher Education Institutions, 2009, Choithram college of Nursing has been constituted a committee to prohibit, prevent and eliminate the scourge of ragging in the College including:

- Any conduct by any student or students whether by words spoken or written or by an act which has the effect of teasing, treating or handling with rudeness a





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fresher or any other student.

- Indulging in rowdy or in disciplined activities by any student or students which causes or is likely to cause annoyance, hardship, physical or psychological harm or to raise fear or apprehension thereof in any fresher or any other student.
- Asking any student to do any act which such student will not in the ordinary course do and which has the effect of causing or generating a sense of shame, or tormentor embarrassment so as to adversely affect the physique or psyche of such fresher or any other student.
- Any act by a senior student that prevents, disrupts or disturbs the regular academic activity of any other student or a fresher.
- Exploiting the services of a fresher or any other student for completing the academic tasks assigned to an individual or a group of students.
- Any act of financial extortion or forceful expenditure burden put on a fresher or any other student by students.
- Any act of physical abuse including all variants of it: sexual abuse, homosexual assaults, stripping, forcing obscene and lewd acts, gestures, causing bodily harm or any other danger to health or person.
- Any act or abuse by spoken words, emails, post, public insults which would also include deriving perverted pleasure, vicarious or sadistic thrill from actively or passively participating in the discomfiture to fresher or any other student.
- Any act that affects the mental health and self-confidence of a fresher or any other student with or without an intent to derive a sadistic pleasure or showing off power, authority or superiority by a student over any fresher or any other student.

SAMVAAD: PSYCHOSOCIAL WELLNESS AND CARE CELL

"SAMVAAD: Psychosocial Wellness and Care Cell" team of Choithram College of Nursing is working under the guidance of Principal Prof. Shreeja Vijayan. As students from different culture and socio-economic states of the country is residing together, students come up with various Psychosocial stressors such as adjustment Problems, Interpersonal issues, problems related to relationships, absenteeism, lack of interest in studies, anxiety etc. these students are given Psychosocial counselling services.


Principal





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CHOITHRAM HOSPITAL & RESEARCH CENTRE

Manik Bagh Road, INDORE-452 014 (M.P.)



Our Ref. No. CCON/19/216/A

Date 16/07/2019

Notification

GRIEVANCE REDRESSAL COMMITTEE Academic Year 2018-2019

As per the rules and regulations addressed by the University Grant Commission (UGC), for students or other stake holders in Higher education Institutions, "Grievance Redressal Committee" of Choithram College of Nursing, Indore has been constituted with following members in different positions to enquire the nature and extent of grievance for the Academic Year 2018-2019.

S.No.	Name of the Committee Members	Designation	Mobile No.	Email
1.	Prof. Sheetal Saxena Principal	Chair Person	9827657249	sheetal.saxena@ymail.com
2.	Prof. Shreeja Vijayan Professor	IQAC Coordinator	9977306996	Shreeja.vijayan@yahoo.coming
3.	P. Ancy Varkey Associate Professor	Coordinator	9479449354	ancyasin24@gmail.com
4.	Prof. Jini Varghese Associate Professor	Member	900632419	jinivarghese24@gmail.com
5.	Ms. Sunimol A Kumar Asst. Lecturer	Member	7354162087	eyes_061970@yahoo.com
6.	Mrs. Mercy Phillip Office Superintendent	Member	9179835235	Mercyphillip76@gmail.com


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Manik Bagh Road, INDORE-452 014 (M.P.)



Our Ref. No. CCON/20/93A

Notification

Date 14/09/2019


GRIEVANCE REDRESSAL COMMITTEE Academic Year 2019-2020

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3.	Prof. Jini Varghese Asso. Professor	Member	900632419	jiniavarghese24@gmail.com
4.	Ms. Ramya Pillai Asst. Lecturer	Member	7049478438	trramya44@gmail.com
6.	Mrs. Mercy Phillip Office Superintendent	Member	9179835235	Mercyphillip26@gmail.com


Prof. Ancy Varkey
Coordinator


Prof. Shreeja Vijayan
IQAC Coordinator


Prof. Sheetal Saxena
Officiating Principal
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Ref. No. CCOM/20/350.A

Date 3/11/2020


Notification


GRIEVANCE REDRESSAL COMMITTEE Academic Year 2020-2021

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S.No.	Name of the Committee Members	Designation	Mobile No.	Email
1.	Dr.(Prof.) Aradhna Michael Principal	Chair Person	9826050048	arumichael@gmail.com
2.	Prof. Ancy Varkey Professor	Coordinator	9479449364	ancyasin24@gmail.com
3.	Prof. Jini Varghese Professor	Member	900632419	jinivarghese24@gmail.com
4.	Ms. Vaishali Tiwari Assistant Professor	Member	9926400293	vaishali.tiwari999@gmail.com
5.	Ms. Ramya Pillai Assistant Professor	Member	7049478438	trramya44@gmail.com
6.	Mrs. Mercy Phillip Office Superintendent	Member	9179835235	Mercyphillip76@gmail.com


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Coordinator


Prof. Shreeja-Vijayan
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Ref. No. CCON/21/460.A

Notification


Date 08/10/2021


GRIEVANCE REDRESSAL COMMITTEE Academic Year 2021-2022

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3.	Prof Prachi Awasthi Professor	Member	9893872597	rushtoprachi@gmail.com
4.	Prof. Ancy Varkey Professor	Member	9479449364	ancyasin24@gmail.com
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Ref. No. CCON/22/763.A

Notification

Date 04/11/2022


GRIEVANCE REDRESSAL COMMITTEE Academic Year 2022-2023

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6.	Mrs. Mercy Phillip Office Superintendent	Member	9179835235	Mercyphillip76@gmail.com


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IQAC Coordinator


Principal

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Ref. No. CCN/04/306

Date 21/05/2024

Notification

GRIEVANCE REDRESSAL COMMITTEE Academic Year 2023-2024

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**Prof. Shreeja Vijayan
Principal**

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Manik Bagh Road,
Indore-452014 (M.P.) India



CHOITHRAM COLLEGE OF NURSING

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Choithram Hospital & Research Centre Manik Bagh Road, Indore 452014 (M.P.)



● Phone: 0731-2362491 to 99, ● Ext. No.: 407/578
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Webiste : www.choithramnursing.com



CHOITHRAM COLLEGE OF NURSING INSTITUTIONAL GRIEVANCE REDRESSAL COMMITTEE



PREVENTIVE MEASURES

The Grievance Redressal Committee at Choithram Nursing College is designed to address and resolve grievances related to various aspects of the college environment, including academic, administrative, and personal issues. It is essential for maintaining a positive and effective academic environment.

Preventive Measures in College:

- The committee have a well-defined grievance redressal policy outlining the procedures for lodging complaints and the steps for resolution.
- Established multiple communication channels for grievances, such as suggestion boxes, online forms, and dedicated email addresses, to ensure accessibility.
- Hold periodic meetings to review and discuss grievances and preventive measures, ensuring that the process remains effective and up-to-date.
- Ensure that all grievances are handled with the utmost confidentiality to protect the privacy of all parties involved.
- Regular monitoring the effectiveness of the grievance redressal system and making improvements based on feedback and evaluations.
- Provides counselling and support services to help individuals dealing with grievances and to address their concerns proactively.





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- Appointed dedicated personnel or a specific team responsible for handling and resolving grievances efficiently, in form of Discipline coordinator, Anti -ragging coordinator, hostel Incharge, Examination and University coordinator and so on.
- Conduct regular surveys or assessments to gauge the satisfaction levels of students and staff and to identify potential areas of concern.
- Keep detailed records of all grievances and their resolutions to track patterns and address recurring issues systematically.
- Includes representatives from both students and staff in the grievance redressal committee to ensure diverse perspectives are considered.
- Offer mediation or arbitration services to facilitate amicable resolutions between parties involved in grievances.

Principal

Principal
Choithram College of Nursing
Manik Bagh Road,
Indore-452014 (M.P.) India



CHOITHRAM COLLEGE OF NURSING

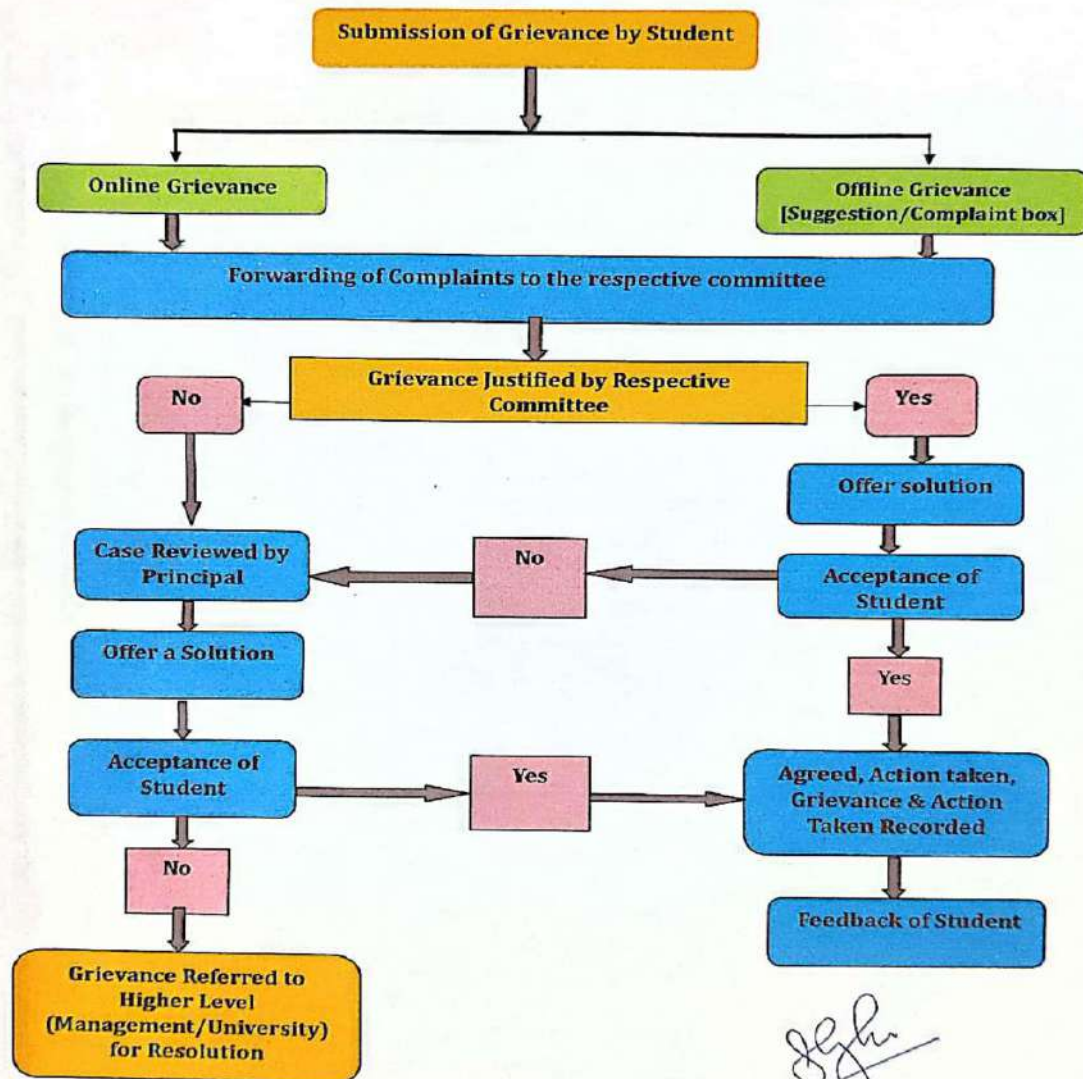
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CHOITHRAM COLLEGE OF NURSING GREIVENCE REDRESSAL MECHANISM



[Signature]
PRINCIPAL

Principal
Choithram College of Nursing
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CHOITHRAM COLLEGE OF NURSING Grievance Redressal Committee Minutes Meeting 2018-2019

Date: 15/3/ 2019, Friday
Time: 10:00am-11:00am
Venue: Principal Office

The meeting of Grievance Redressal committee was held on 15/03/19 in the office of officiating Principal under the chairmanship of Prof Sheetal Saxena.

Agenda of the meeting:

- To provide Telephone facility for students during week days.
- The quality and taste of the food need improvement.
- Address issues related to absenteeism of students.
- Any other relevant subject at the time of meeting.

Minutes of Meeting:

- Minutes of earlier meeting were read by Ms. Ancy Varkey, Associate Professor and approved by chairperson.
- **Food Quality and Mobile Phone Access:**
Ms. Ancy Varkey highlighted concerns regarding food quality and student access to mobile phones. After thorough discussion, the college has decided to implement several measures:
 - Providing a designated mobile phone to the hostel in charge for student use on weekdays.
 - Introducing weekly provisions of seasonal fruits, non-vegetarian options, and paneer for vegetarian students.
 - Offering evening snacks and special dishes during festive or noteworthy occasions.
- **Addressing Student Absenteeism:**
Ms. Jini Varghese, Class coordinator raised the issue of frequent absences by Ms. Muskan Ingle, a second-year B.Sc. (N) student, without prior notification to the class coordinator. In response, the chairperson has instructed the following actions:
 - Notifying Ms. Ingle's parents about her absenteeism.
 - Requesting a written application from her parents on her behalf.





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→ Proposing a comprehensive approach to identify root causes of absenteeism, which may include health concerns, personal matters, lack of motivation, or academic difficulties.

- **Psychosocial Support for Students:** It was decided during the discussion that all psychosocial issues pertaining to students will be directly reported to the psychosocial counselling cell by the class teacher. This streamlined process ensures that students receive necessary support and intervention when facing emotional or psychological challenges.

The following members were present for the meeting.

Prof. Aradhna Michael
Professor & HOD
Community Health Nursing

Prof. Shreeja Vijayan
IQAC Coordinator
Professor & HOD
Child Health Nursing

Ms. Ancy Varkey
Asso. professor & Coordinator

Ms. Jini Varghese
Asso. Professor
Medical Surgical Nursing

Ms. Sunimol A. Kumar
Asst. Professor

S. Kumar
Chairperson Committee





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CHOITHRAM COLLEGE OF NURSING Grievance Redressal Committee Minutes Meeting 2018-2019

Date: 13/6/ 2019, Thursday
Time: 11:00am-12:00Pm
Venue: Conference Room

The meeting of Grievance Redressal committee was held on 13/6/19 in the conference room under the chairmanship of officiating Principal Prof Sheetal Saxena.

Agenda of the meeting:

- To restrict the entry of Dogs in campus.
- To address the drinking water quality issues.
- Improvement of Hostel infrastructure. Infrastructure
- Any other relevant subject at the time of meeting.

Minutes of Meeting:

- Minutes of earlier meeting were read by Ms. Sunimol A Kumar, Asst.Lecturer and approved by chairperson.
- Ms. Ancy Varkey, in her role as Hostel Incharge, addressed concerns regarding disturbances caused by dogs on campus, as well as issues with the hostel's infrastructure and drinking water quality. The following actions were proposed:
 - Repairing and securing hostel gates and doors to mitigate disruptions caused by dogs.
 - Undertaking necessary repairs to enhance the overall integrity of the hostel's infrastructure.
 - Implementing measures to improve the quality of drinking water, thereby reducing instances of student illness.
- The Chairperson recommended notifying the relevant department to address the aforementioned issue effectively.
- Meeting was adjourned at 12:15 PM.





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The following members were present for the meeting.

Prof. Sheetal Saxena
Officiating Principal

Prof. Shreeja Vijayan
IQAC Coordinator
Professor & HOD
Child Health Nursing

Ms. Ancy Varkey
Asso. professor & Coordinator

● Ms. Sunimol A. Kumar
Asst. Professor

Sheetal
Chairperson Committee





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CHOITHRAM COLLEGE OF NURSING Grievance Redressal Committee Minutes Meeting 2018-2019

Date: 10/9/ 2019, Tuesday
Time: 3:00am-3:30PM
Venue: Principal Office

The meeting of Grievance Redressal committee was held on 10/9/19 in the office of officiating Principal under the chairmanship of Prof. Sheetal Saxena.

Agenda of the meeting:

- Action taken measures of Previous Meeting minutes held on 13/6/2019,
- Need to appoint full time Warden for Hostel.
- Any other relevant subject at the time of meeting.

Minutes of Meeting:

- Minutes of earlier meeting were read by Ms. Ancy Varkey, coordinator and approved by chairperson. Ms. Varkey has also reported about the action taken measures taken to redress the grievances of last meeting.
- She informed that-
 - Respective department were informed about the concern and the dogs were taken away by themunicipal authority.
 - The issue was raised to the maintenance department and they have changed the main door and gates of the hostel.
 - Management decided to place a centralized water purifier and cooling system to improve the quality of drinking water.
- Professor Shreeja Vijayan proposed the appointment of a full-time warden for the hostel to ensure student welfare and uphold discipline. The chairperson committed to addressing this promptly.
- Ms. Sunimol A. Kumar brought to attention the misconduct of Ms. Donal Bhardwaj, a fourth year B.Sc. (N) student, towards peers and juniors. It was resolved to escalate this matter to the institutional discipline committee for investigation, with direct reporting to the chairperson.
- The meeting concluded at 3:30 PM.





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The following members were present for the meeting.

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Professor &HOD
Community Health Nursing

Prof. Shreeja Vijayan
IQAC Coordinator
Professor & HOD
Child Health Nursing

Ms. Ancy Varkey
Asso. professor & Coordinator

Ms. Sunimol A. Kumar
Asst. Professor

Sunimol
Chairperson Committee





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CHOITHRAM COLLEG OF NURSING STUDENT GRIEVANCE REDRESSAL ACTION TAKEN REPORT



2018-2023

YEAR	GRIEVANCES	REDRESSED	CATEGORY
Oct 2018 – Sep 2019	• B.Sc. (N) I Year student referred to Psychosocial Counseling cell for having Adjustment Issues in hostel.	→ Following intense counseling sessions and obtaining written consent from her father, she has been permitted to become a day scholar.	Psychosocial
	• Telephone facility for students during week days,	→ College provided a mobile phone to hostel in charge so that students can use in week days.	College Administration
	• The quality and taste of the food need improvement.	→ Decided to add seasonal fruits, once a week non veg food and paneer for veg students, provide evening snacks and delightful dishes during festive or special occasion.	Food and Mess
	• B.Sc.(N) II-year student referred to Psychosocial counselling cell for developing acute symptoms of anxiousness and hyperventilation due to have examination stress.	→ Incident informed to parents. → with consent of Parents, she had undergone consultation with Psychiatrist and diagnosed as Panic anxiety. → Received Medication under the supervision of roommates and hostel in charge. → Attended regular follow-ups and counselling sessions.	Psychosocial
	• Dogs on campus were causing disturbances in the hostel.	→ Respective department were informed about the concern and the dogs were taken away by the municipal authority.	Hostel Administration
	• Hostel gates and doors need to be repaired and fixed properly.	→ The issue was raised to the maintenance department and they have changed the main door and gates of the hostel.	Infrastructure
	• Drinking water need to be improved	→ Management decided to place a centralized water purifier and cooling system to improve the quality of drinking water.	Infrastructure





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	<ul style="list-style-type: none"> Ms. Muskan Ingle, a second-year B.Sc. (N) student, has frequently been absent without notifying the class coordinator. Need for full time warden Ms. Donal Bhardwaj, a fourth-year B.Sc. (N) student, has exhibited inappropriate behavior towards fellow and junior students. 	<ul style="list-style-type: none"> Parents were notified about the incident through proper channel. Student was told to sit extra hours in library after college. Application from parents was submitted on the behalf of student. Two wardens were appointed among which one was for 24x7. Written apology letter was obtained by the student. First and last verbal warning was given by the discipline committee of college. Class coordinator was advised to monitor the student activity. Hostel in-charge was advised to monitor such behavior and report promptly. 	<p>Discipline</p> <p>Hostel Administration</p> <p>Personal</p>
Oct 2019 – Sep 2020	<ul style="list-style-type: none"> A third-year B.Sc. Nursing student was referred to the Psychosocial Counseling Cell due to emotional dysregulation, poor coping skills, and difficulty adjusting to daily life events. Overall Infrastructure need to be improved Strict study hour for students To ensure mask wearing and social distancing by the students. Covid 19 effects has bought a threat to students and parents 	<ul style="list-style-type: none"> Ms. M was called in to address the issues and received regular counselling sessions from the Psychosocial Counseling Cell. She attended regular sessions and follow-ups, showing remarkable improvement. Decided to renovate the washroom and few rooms in new building hostel. Made arrangements in hostel mess for study hours and hostel faculty were appointed to supervise the students. Principal of the college had taken drastic measures to protect Covid-19 and made ensured to wearing mask and social distancing. Due to spread of Corona Management has decided to give students holiday in order to avoid the spread of infection. 	<p>Psychosocial</p> <p>Infrastructure</p> <p>Academic</p> <p>College Administration</p> <p>College Administration</p>
Oct 2020 – Sep 2021	<ul style="list-style-type: none"> Students raised issues regarding cloth washing and 	<ul style="list-style-type: none"> New washing and drying area developed between the two hostels 	<p>Infrastructure</p>





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	<p>drying.</p> <ul style="list-style-type: none"> • Faced problem like fungus in the room due to closed rooms and lack of ventilation • Electrical and plumbing concerns were also notified • Seepage in new hostel building • Students demanded facility for cooking. • Muskan Rathor and Sheetal Batham, third-year B.Sc. Nursing students, missed their Mental Health Nursing clinical posting at the Mental Hospital without informing the subject coordinator or class coordinator. 	<p>→ Students were given separate rooms and the particular rooms with fungus were properly cleaned and were made ready to use.</p> <p>→ Concerned departments were informed about the problem and necessary action was taken.</p> <p>→ Seepage issue was rectified and proper painting was done.</p> <p>→ Gas and stove were made available for students for basic cooking.</p> <p>→ Parents were notified about the incident through proper channel.</p> <p>→ Student was told to do extra duty as a compensation in hospital.</p> <p>→ Written application was submitted highlighting the event and was clearly advised if criteria are not fulfilled, they would be exempted from examinations.</p>	<p>Infrastructure</p> <p>Infrastructure</p> <p>Infrastructure</p> <p>Infrastructure</p> <p>Clinical Posting</p>
<p>Oct 2021 – Sep 2022</p>	<ul style="list-style-type: none"> • A third-year B.Sc. (N) student (day scholar) exhibited sudden abnormal behaviours including talking and smiling to themselves, continuous pacing, staring, and disorganized speech. • Ms. Vishakha Pal B.Sc.(N) II Year student Absconded from clinical posting without any information. • Ms. Jeba Ali, a third-year B.Sc. (N) student, has been inconsistent in completing her Clinical Mental Health Posting and has been 	<p>→ The parents were informed and advised to consult with a doctor.</p> <p>→ She was kept at home until she felt better and capable of resuming academic, curricular, and other college activities.</p> <p>→ After a month, she returned to college. She was on medication and doing well.</p> <p>→ The Counselling Cell conducted regular follow-ups.</p> <p>→ The parents were informed about the incident, and they requested not to file a police complaint.</p> <p>→ Subsequently, the parents informed the college about her marriage.</p> <p>→ Parents were notified about the incident through proper channel.</p> <p>→ Student was told to do extra duty as a compensation in hospital.</p>	<p>Psychosocial</p> <p>Discipline</p>





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<ul style="list-style-type: none"> delaying the submission of clinical assignments. 	<ul style="list-style-type: none"> → Student was advised to submit all the assignments in 10 days of time. 	
<ul style="list-style-type: none"> Some of students did not report back in college on prescribed time after Raksha Bandhan Vacation. 	<ul style="list-style-type: none"> → Students were rusticated from college till 31/08/2022 have not reported back from Rakhi Holidays and report back on 1/9/2022. → Cancellation of outings and use of Mobile Phones till 30/10/22. → Students were held from all academic, extra-curricular and all college activities. 	Discipline
<ul style="list-style-type: none"> Quality and taste of food to be improved 	<ul style="list-style-type: none"> → Meeting was conducted with student in charges and mess supervisor along with hostel in charge and principal and instructions were given to rectify the problem. 	Food & Mess
<ul style="list-style-type: none"> Proper facility for ironing the clothes 	<ul style="list-style-type: none"> → Press tables along with power points were fitted to rectify the concern. 	Infrastructure
<ul style="list-style-type: none"> Students raised issue for extra bathroom facility in old hostel 	<ul style="list-style-type: none"> → Additional bathroom and toilet were constructed in each floor of room no 09 series. 	Infrastructure
<ul style="list-style-type: none"> Due to the pandemic situation students were strictly isolated from the outside world which raised few concerns regarding food and stationery. 	<ul style="list-style-type: none"> → Outside vendors were allowed to visit hostel under strict Covid protocol to supply the needed items to students like grocery, stationary etc. 	Management
<ul style="list-style-type: none"> B.Sc. Nursing II year student develops multiple somatic complaints without any significant medical findings and she referred to Psychosocial counselling cell. 	<ul style="list-style-type: none"> → Parents informed about her condition. → Her Parent requested to brought her home and to get consultation at their home town. → She joined back after a month. 	Psychosocial
<ul style="list-style-type: none"> Two room were having roommate inter-conflictual issues 	<ul style="list-style-type: none"> → Discussed the problem with the students and resolved their issue by reshuffling the students. 	Personal





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	<ul style="list-style-type: none"> Additional cooking utensils were required in the mess. 	<ul style="list-style-type: none"> → Arrangements were made to provide additional utensils in the mess. 	
Oct 2022 – Sep 2023	<ul style="list-style-type: none"> Dining table and chair was not sufficient in mess hall 12 Registered Students of B.Sc. (N) III Year did not attend a national workshop without informing to class coordinator. Ensure safety and security of student hostel Drinking water facility in hostel and college Students demanded for sports facility and equipment. Feba Ravi of B.Sc. Nursing 4th year took night pass and was expected to join the college on given time. The student failed to join the college and no information was available. 	<ul style="list-style-type: none"> → Provided additional 5 mess table and 80 chairs to rectify the issue. → 6 students were placed on Disciplinary Probation, and five received written warnings regarding their actions. → Ms. Ajeena, Socio cultural committee post holder, was relieved by her post responsibilities and rest of the students were asked to write the explanation letter. → Camera was fitted in hostel entrance common corridor and in mess hall → New water cooler along with aqua guard was fitted in college and hostel → Sports timing were scheduled for them and necessary sports items were also purchased. → Written application was obtained from parents stating the institution has no fault in the above incident. → The parents requested to not to take any legal action against candidate for which principal mam stated it would be decided later. → on decision to continue the candidate in college was withheld after discussing with after authorities. → Class coordinator was informed to keep all the related documents ready and up to date. → Parents were informed to have patience till further decision was finalized by top management. 	<p>Food & Mess Infrastructure</p> <p>Dicipline</p> <p>Infrastructure</p> <p>Infrastructure</p> <p>Co-curricular</p> <p>Dicipline</p>
	<ul style="list-style-type: none"> Wi fi requirement was raised by students. 	<ul style="list-style-type: none"> → Wi fi was fixed in every floor for the both the hostel buildings. 	<p>Infrastructure</p>





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	<ul style="list-style-type: none">• Ms. Jissa Abraham, a 4th-year B.Sc. [N] student, disregarded the disciplinary guidelines of the hostel.• B.Sc. Nursing IV year student voluntarily disclosed her mental health challenge stemming after undergoing a cardiac surgery.• Food menu was not changed.	<ul style="list-style-type: none">→ Written application was obtained from student with parent's signature.→ Student and parent including discipline committee conducted official enquiry with principal mam.→ She was given final warning after that the student could be suspended was told in the presence of parents.→ She had consulted with Psychiatrist with her parents and received medications and regular counselling sessions were carried out.→ Responding well with medications and psychotherapeutic sessions.→ With mess contractor and new updated menu was provided.	<p>Dicipline</p> <p>Psychosocial</p> <p>Food & Mess</p>
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Coordinator





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CHOITHRAM COLLEGE OF NURSING Grievance Redressal Committee Minutes Meeting 2019-2020

Date: 3/12/ 2019, Tuesday
Time: 12:00PM-1:00 PM
Venue: Conference Room

The meeting of Grievance Redressal committee was held on 3/12/19 in the Conference Room under the chairmanship of Prof. Aradhana Michael.

Agenda of the meeting:

- Review of the Minutes of Previous meeting held on 10/9/2019.
- To Renovate the rooms and washrooms of student hostel.
- To maintain Strict study hour for students to improve academic performance of students.
- Any other relevant subject at the time of meeting.

Minutes of Meeting:

- Minutes of earlier meeting were read by Ms. Ramya Pillai, Assist. Professor and approved by chairperson. She read out the action taken measures of issues discussed in previous meeting.
 - Two wardens were appointed among which one was for 24×7.
 - Parents of Ms. Muskan were notified about the incident through proper channel. Student was told to sit extra hours in library after college. Application from parents was submitted on the behalf of student.
 - Written apology letter was obtained by the student. First and last verbal warning was given by the discipline committee of college. Class coordinator was advised to monitor the student activity. Hostel in-charge was advised to monitor such behaviour and report promptly.
- Responding to student feedback on the need for washroom renovations, it has been determined that renovations will be carried out in the new building hostel, including both washrooms and several rooms.
- Ms. Ramya Pillai, Class Coordinator for B.Sc. Nursing III Year, informed the committee of a third-year B.Sc. Nursing student's referral to the Psychosocial Counselling Cell due to emotional dysregulation, poor coping skills, and difficulty in adjusting to daily life events. The student is currently undergoing regular counselling sessions provided by the Psychosocial Counselling Cell.





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- In efforts to enhance academic performance and support students with slower learning pace, the chairperson proposed the establishment of study hours in the hostel mess, where hostel faculty will be appointed to supervise and assist students.
- Meeting adjourned at 1:15 pm.

The following members were present for the meeting.

Prof. Sheetal Saxena
Officiating Principal

Prof. Shreeja Vijayan
IQAC Coordinator
Professor & HOD
Child Health Nursing

Ms. Ancy Varkey
Asso. professor & Coordinator

Ms. Sunimol A. Kumar
Asst. Professor

Ms. Ramya Pillai
Asst. Lecturer

Sheetal
Committee Chairperson





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CHOITHRAM COLLEGE OF NURSING Grievance Redressal Committee Minutes Meeting 2019-2020

Date: 10/03/ 2020, Tuesday
Time: 10:00-11:00 AM
Venue: Conference Room

The meeting of Grievance Redressal committee was held on 10/03/20 in the Conference Room under the chairmanship of Dr, (Prof.) Aradhana Michael.

Agenda of the meeting:

- To discuss about the concern of parents and students regarding COVID 19 outbreak and protection from infection.
- Any other relevant subject at the time of meeting.

Minutes of Meeting:

- Minutes of earlier meeting were read by Ms. Ancy Varkey. Professor and approved by chairperson.
- In response to the COVID-19 pandemic, the college principal implemented stringent measures to safeguard students, including the mandatory wearing of masks and adherence to social distancing protocols.
- Dr. Michael conveyed to the members that, in light of the escalating spread of the coronavirus, the college management has decided to grant students a holiday period to mitigate the risk of infection transmission.
- Meeting adjourned at 11:00am.

The following members were present for the meeting.

Dr. (Prof.) Aradhana Michael
Principal

Prof. Shreeja Vijayan
IQAC Coordinator
Professor & HOD
Child Health Nursing

Ms. Ancy Varkey
Asso. professor & Coordinator





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Ms. Yasmin Sharma
Asso. Professor

Ms. Sunimol A. Kumar
Asst. Professor

Ms. Ramya Pillai
Asst. Lecturer

Am. Senth
Committee Chairperson





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Actions Taken Report: 2019-20

In order to address the issues during the 2019-2020 Academic session, the grievance redressal committee has taken a variety of initiatives.

GRIEVANCES	REDRESSED	CATEGORY
<ul style="list-style-type: none">A third-year B.Sc. Nursing student was referred to the Psychosocial Counseling Cell due to emotional dysregulation, poor coping skills, and difficulty adjusting to daily life events.	<ul style="list-style-type: none">→ Ms. M was called in to address the issues and received regular counselling sessions from the Psychosocial Counselling Cell.→ She attended regular sessions and follow-ups, showing remarkable improvement.	Psychosocial
<ul style="list-style-type: none">Overall Infrastructure need to be improved	<ul style="list-style-type: none">→ Decided to renovate the washroom and few rooms in new building hostel.	Infrastructure
<ul style="list-style-type: none">Strict study hour for students	<ul style="list-style-type: none">→ Made arrangements in hostel mess for study hours and hostel faculty were appointed to supervise the students.	Academic
<ul style="list-style-type: none">To ensure mask wearing and social distancing by the students.	<ul style="list-style-type: none">→ Principal of the college had taken drastic measures to protect Covid-19 and made ensured to wearing mask and social distancing.	College Administration
<ul style="list-style-type: none">Covid 19 effects has bought a threat to students and parents	<ul style="list-style-type: none">Due to spread of Corona Management has decided to give students holiday in order to avoid the spread of infection.	College Administration



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CHOITHRAM COLLEGE OF NURSING Grievance Redressal Committee Minutes Meeting 2020-2021

Date: 28 /11/ 2020, Saturday
Time: 3:00-3:30 PM
Venue: Conference Room

The meeting of Grievance Redressal committee was held on 28/11/20 in the Conference Room under the chairmanship of Dr. (Prof.) Aradhana Michael.

Agenda of the meeting:

- Discussion on the absence of Muskan Rathor and Sheetal Batham, third-year B.Sc. Nursing students, from their Mental Health Nursing clinical posting at the Mental Hospital.
- Rectify of current seepage problems in the hostel.
- Provision of cooking arrangements in the hostel as per requirement of students.
- Any other relevant subject at the time of meeting.

Minutes of Meeting:

- Ms. Vaishali Tiwari, Assistant Professor and Head of Department of Psychiatric Nursing, presented the minutes from the previous meeting, which were subsequently approved by the chairperson.
- Ms. Ramya addressed the matter of absenteeism by Muskan Rathor and Sheetal Batham, third-year B.Sc. Nursing students, from their Mental Health Nursing clinical posting at the Mental Hospital. The discipline committee intervened, advising parental notification through appropriate channels. Additionally, the students were assigned extra duties at the hospital as compensation. A written application was submitted outlining the incident, with clear instructions that failure to meet criteria would result in examination exemptions.
- Principal Dr. Aradhana Michael recommended to Prof. Ancy Varkey to prompt the relevant department to promptly address seepage issues in hostel rooms.
- To resolve cooking-related concerns, the principal instructed the provision of gas and stove facilities for students to engage in basic cooking.
- Meeting was concluded at 3:30 Pm.





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The following members were present for the meeting.

Dr. Prof. Aradhana Michael
Principal

Prof. Shreeja Vijayan
IQAC Coordinator
Professor & HOD
Child Health Nursing

Ms. Ancy Varkey
Asso. professor & Coordinator

Ms. Vaishali Tiwari
Asst. Professor

Ms. Ramya Pillai
Asst. Lecturer

shreeja
Committee Chairperson





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CHOITHRAM COLLEGE OF NURSING Grievance Redressal Committee Minutes Meeting 2020-2021

Date: 15 /09/ 2021, Saturday
Time: 10:00-10:30 AM
Venue: Virtual (zoom Platform)

The Virtual meeting of Grievance Redressal committee was held on 15/09/21 on zoom platform under the chairmanship of Dr. (Prof.) Aradhana Michael.

Agenda of the meeting:

- Review of minutes of previous meeting held on 28/11/2020.
- Discussion of New Issues Raised by Students regarding infrastructure of hostel rooms.:
 - ✓ Cloth Washing and Drying Facilities
 - ✓ Fungus Growth in Rooms
 - ✓ Electrical and Plumbing Concern
- Any other relevant subject at the time of meeting.

Minutes of Meeting:

- Ms. Vaishali Tiwari, Assistant Professor and Head of Department of Psychiatric Nursing, presented the minutes from the previous meeting, which were subsequently approved by the chairperson. she informed the committee members that, Seepage issue was rectified and proper painting was done.
- Discussion has made that Students has to give separate rooms and the particular rooms with fungus is to be properly cleaned and make rooms ready to use,
- Prof. Ancy asked to inform Project department about the arrangement of washing area and electrical department to inform regarding growth of fungi in wall of hostel rooms.
- Meeting was concluded at 10:30am.

The following members were present for the meeting.

Dr. Prof. Aradhana Michael
Principal

Prof. Shreeja Vijayan
IQAC Coordinator
Professor & HOD





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Child Health Nursing

Ms. Ancy Varkey
Asso. professor & Coordinator

Ms. Vaishali Tiwari
Asst. Professor

Ms. Ramya Pillai
Asst. Lecturer

shanti
Committee Chairperson
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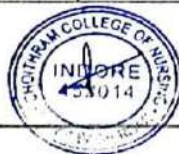
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Actions Taken Report: 2020-21

In order to address the issues during the 2020-2021 Academic session, the grievance redressal committee has taken a variety of initiatives.

GRIEVANCES	REDRESSED	CATEGORY
• Students raised issues regarding cloth washing and drying.	→ New washing and drying area developed between the two hostels	Infrastructure
• Faced problem like fungus in the room due to closed rooms and lack of ventilation	→ Students were given separate rooms and the particular rooms with fungus were properly cleaned and were made ready to use.	Infrastructure
• Electrical and plumbing concerns were also notified	→ Concerned departments were informed about the problem and necessary action was taken.	Infrastructure
• Seepage in new hostel building	→ Seepage issue was rectified and proper painting was done.	Infrastructure
• Students demanded facility for cooking.	→ Gas and stove were made available for students for basic cooking.	Infrastructure
• Muskan Rathor and Sheetal Batham, third-year B.Sc. Nursing students, missed their Mental Health Nursing clinical posting at the Mental Hospital without informing the subject coordinator or class coordinator.	→ Parents were notified about the incident through proper channel. → Student was told to do extra duty as a compensation in hospital. → Written application was submitted highlighting the event and was clearly advised if criteria are not fulfilled, they would be exempted from examinations.	Clinical Posting



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CHOITHRAM COLLEGE OF NURSING Grievance Redressal Committee Minutes Meeting 2021-2022

Date: 12 /06/ 2022, Wednesday
Time: 1:00-1:45 PM
Venue: Conference Room

The meeting of Grievance Redressal committee was held on 12/06/22 in the Conference Room under the chairmanship of Dr. (Prof.) Aradhana Michael.

Agenda of the meeting:

- Review of Previous Meeting Minutes held on 15/09/2021.
- Discussion on Student Issues:
 - ✓ Absconding Incident of Ms. Vishakha Pal, B.Sc. (N) II Year Student
 - ✓ Inconsistency of Ms. Jeba Ali, Third-Year B.Sc. (N) Student, in Clinical Mental Health Posting
 - ✓ Behaviour concerns of a Third-Year B.Sc. (N) Student (Day Scholar)
- Any other relevant subject at the time of meeting.

Minutes of the Meeting:

- Ms. Vaishali Tiwari, Assistant Professor and Head of Department of Psychiatric Nursing, presented the minutes from the previous meeting, which were subsequently approved by the chairperson.
- Informed the action taken measures of issues raised in previous meeting. she reported that Electrical and plumbing concerns were also notified, concerned departments were informed about the problem and necessary action was taken.
- Ms. Reetika William Class coordinator of B.Sc. Nursing III Year reported about the mental health concerns of a student. The parents were informed and advised to consult with a doctor. She was kept at home until she felt better and capable of resuming academic, curricular, and other college activities.
- Prof. Ancy varkey Informed about Ms. Vishakha Pal B.Sc.(N) II Year student. Absconded from clinical posting without any information. Her parents have requested to not file police Complaint. Chairperson recommended to inform her parents and to identify the reason of absconding and be connected with her parents.





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- Ms. Vaishali Tiwari, Associated Professor and HOD, Psychiatric nursing reported to committee members that Ms. Jeba Ali, a third-year B.Sc. (N) student, has been inconsistent in completing her Clinical Mental Health Posting and has been. Parents were notified about the incident through proper channel. Student was told to do extra duty as a compensation in hospital. Student was advised to submit all the assignments in 10 days of time.
- The Meeting was adjourned at 1:45 AM.

The following members were present for the meeting.

Prof. Sheetal Saxena Professor	<i>Sheetal</i>
Prof Prachi Awasthi Professor	<i>Prachi</i>
Prof. Ancy Varkey Professor	<i>Ancy</i>
Ms. Vaishali Tiwari Associate Professor	<i>Vaishali</i>
Ms. Ramya Pillai Assistant Professor	<i>Ramya</i>

Sheetal
Committee Chairperson
for





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CHOITHRAM COLLEGE OF NURSING Grievance Redressal Committee Minutes Meeting 2021-2022

Date: 20 /07/ 2022, Wednesday
Time: 11:00-11:40 AM
Venue: Conference Room

The meeting of Grievance Redressal committee was held on 20/07/22 in the Conference Room under the chairmanship of Dr. (Prof.) Aradhana Michael.

Agenda of the meeting:

- Review of Previous Meeting Minutes held on 12/06/2022.
- Discussion on Student Issues related to hostel facilities and infrastructure.
 - Proper Facility for Ironing Clothes
 - Extra Bathroom Facility in Old Hostel and Menu Revision and Introduction of New Recipes
 - Quality and Taste of Food
 - Additional cooking utensils were required in the mess.
- Any other relevant subject at the time of meeting.

Minutes of the Meeting:

- Ms. Vaishali Tiwari, Assistant Professor and Head of Department of Psychiatric Nursing, presented the minutes from the previous meeting, which were subsequently passed by the. Prof. Prachi Awasthi and approved by the chairperson.
- Professor Ancy Varkey addressed the issues raised by the students, which include the need for improvement in the quality and taste of food, the provision of ironing facilities, and the requirement for additional bathroom facilities in the old hostel. The Chairperson suggested drafting a proposal to send to management for further consideration. Arrangements will be made to provide additional utensils for the mess.
- Meeting as concluded at 11:45AM.





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The following members were present for the meeting.

Dr. Prof. Aradhana Michael Principal and Chairperson	
Prof Prachi Awasthi Professor	<i>Prachi</i>
Prof. Ancy Varkey Professor	<i>Ancy</i>
Ms. Vaishali Tiwari Associate Professor	<i>Vaishali</i>
Ms. Ramya Pillai Assistant Professor	<i>Ramya</i>
Mrs. Mercy Phillip Office Superintendent	<i>Mercy</i>

Chairman
Committee Chairperson
Dr.





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CHOITHRAM COLLEGE OF NURSING Grievance Redressal Committee Minutes Meeting 2021-2022

Date: 18 /08/ 2022, Thursday
Time: 2:30:00-3:30 PM
Venue: Principal Office

The meeting of Grievance Redressal committee was held on 18/08/22 in the Principal Office under the chairmanship of Dr, (Prof.) Aradhana Michael.

Agenda of the meeting:

- Review of Previous Meeting Minutes and action taken measures of issues raised in meeting held on 20/7/2022.
- Addressing student concerns regarding food and stationery supplies due to strict isolation measures imposed by the pandemic situation.
- Addressing the issue of students not reporting back to college on time after the Raksha Bandhan vacation.
- Addressing multiple somatic complaints by a B.Sc. Nursing II year student referred to the Psychosocial Counselling Cell.
- Resolving roommate inter-conflictual issues in two rooms.
- Any other relevant subject at the time of meeting.

Minutes of the Meeting:

- Ms. Vaishali Tiwari, Associate Professor and Head of Department of Psychiatric Nursing, presented the minutes from the previous meeting, which were subsequently passed by the Ms. Ramya Pillai and approved by the chairperson.
- Prof. Anvy Varkey Informed the action taken measures of issues raised in previous meeting. Meeting was conducted with student in charges and mess supervisor along with hostel in charge and principal and instructions were given to rectify the problem. Press tables along with power points were fitted to rectify the concern. Additional bathroom and toilet were constructed in each floor of room no 09 series.





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- With Addressing student concerns regarding food and stationery supplies, members decided to allow Outside vendors to visit hostel under strict Covid protocol to supply the needed items to students like grocery, stationary etc.
- Ms. Ramya Pillai, Class Coordinator for B.Sc. Nursing III Year, reported a disciplinary issue where some students did not return to college on time after the Raksha Bandhan vacation. After thorough discussion, it was decided that these students will be rusticated from college until 31/08/2022, and outings and use of mobile phones will be prohibited until 30/10/2022. Additionally, these students will be suspended from all academic, extracurricular, and college activities until 31/08/2022.
- Ms. Vaishali Tiwari reported to the committee about a B.Sc. Nursing II year student who developed multiple somatic complaints without any significant medical findings and was referred to the Psychosocial Counselling Cell. The student's parents were informed about her condition and have requested to bring her home for consultation in their hometown. They have assured that she will return and rejoin once she feels better.
- Prof. Ancy Varkey reported about inter-conflictual issues among students of two rooms. it is recommended by the committee members to Discuss the problem with the students and resolve their issue by reshuffling the students.
- Meeting concluded at 3:45 PM.

The following members were present for the meeting.

Dr. Prof. Aradhana Michael Principal and Chairperson	
Prof Prachi Awasthi Professor	
Prof. Ancy Varkey Professor	
Ms. Vaishali Tiwari Associate Professor	
Ms. Ramya Pillai Assistant Professor	
Mrs. Mercy Phillip Office Superintendent	



Committee Chairperson



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Actions Taken Report: 2021-22

In order to address the issues during the 2021-2022 Academic session, the grievance redressal committee has taken a variety of initiatives.

GRIEVANCES	REDRESSED	CATEGORY
<ul style="list-style-type: none">• A third-year B.Sc. (N) student (day scholar) exhibited sudden abnormal behaviours including talking and smiling to themselves, continuous pacing, staring, and disorganized speech.	<ul style="list-style-type: none">→ The parents were informed and advised to consult with a doctor.→ She was kept at home until she felt better and capable of resuming academic, curricular, and other college activities.→ After a month, she returned to college. She was on medication and doing well.→ The Counselling Cell conducted regular follow-ups.	Psychosocial
<ul style="list-style-type: none">• Ms. V B.Sc.(N) II Year student Absconded from clinical posting without any information.	<ul style="list-style-type: none">→ The parents were informed about the incident, and they requested not to file a police complaint.→ Subsequently, the parents informed the college about her marriage.	Discipline
<ul style="list-style-type: none">• Ms. Jeba Ali, a third-year B.Sc. (N) student, has been inconsistent in completing her Clinical Mental Health Posting and has been delaying the submission of clinical assignments.	<ul style="list-style-type: none">→ Parents were notified about the incident through proper channel.→ Student was told to do extra duty as a compensation in hospital.→ Student was advised to submit all the assignments in 10 days of time.	Clinical Posting
<ul style="list-style-type: none">• Some of students did not report back in college on prescribed time after Raksha Bandhan Vacation.	<ul style="list-style-type: none">→ Students were rusticated from college till 31/08/2022 have not reported back from Rakhi Holidays and report back on 1/9/2022.→ Cancellation of outings and	Discipline





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<ul style="list-style-type: none"> • Quality and taste of food to be improved • Proper facility for ironing the clothes • Students raised issue for extra bathroom facility in old hostel • Due to the pandemic situation students were strictly isolated from the outside world which raised few concerns regarding food and stationery. • B.Sc. Nursing II year student develops multiple somatic complaints without any significant medical findings and she referred to Psychosocial counselling cell. • Two room were having roommate inter-conflictual issues <p>Additional cooking utensils were required in the mess.</p>	<p>use of Mobile Phones till 30/10/22.</p> <p>→ Students were held from all academic, extra-curricular and all college activities.</p> <p>→ Meeting was conducted with student in charges and mess supervisor along with hostel in charge and principal and instructions were given to rectify the problem.</p> <p>→ Press tables along with power points were fitted to rectify the concern.</p> <p>→ Additional bathroom and toilet were constructed in each floor of room no 09 series.</p> <p>→ Outside vendors were allowed to visit hostel under strict Covid protocol to supply the needed items to students like grocery, stationary etc.</p> <p>→ Parents informed about her condition.</p> <p>→ Her Parent requested to brought her home and to get consultation at their home town.</p> <p>→ She joined back after a month.</p> <p>→ Discussed the problem with the students and resolved their issue by reshuffling the students.</p> <p>Arrangements were made to provide additional utensils in the mess.</p>	<p>Food & Mess</p> <p>Infrastructure</p> <p>Infrastructure</p> <p>Management</p> <p>Psychosocial</p> <p>Personal</p> <p>Food & Mess</p>
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CHOITHRAM COLLEGE OF NURSING Grievance Redressal Committee Minutes Meeting [2022-2023]

Date: 14/02/ 2023, Tuesday
Time: 10:30:00-11:30 PM
Venue: Principal Office

The meeting of Grievance Redressal committee was held on 14 /02/23 in the Principal Office under the chairmanship of Dr. (Prof.) Aradhana Michael.

Agenda of the meeting:

- Review of Previous Meeting Minutes meeting held on 18/8/2022.
- Addressing Non-Attendance of 12 Registered B.Sc. (N) III Year Students at National Workshop Without Informing Class Coordinator.
- Student Hostel Safety, Mess Hall requirements Drinking Water, and Sports Facilities Discussion.
- Any other relevant subject at the time of meeting.

Minutes of the Meeting:

- Ms. Vaishali Tiwari, Associate Professor and Head of Department of Psychiatric Nursing, presented the minutes from the previous meeting, which were subsequently passed by the. Dr. Prof. Sheetal Saxena and approved by the chairperson.
- Dr. Prof. Sheetal Saxena notified the committee that 12 Registered Students of B.Sc. (N) III Year failed to attend a national workshop on 12/2/23 without informing the class coordinator. Following deliberation, it was resolved that 6 students would be placed on Disciplinary Probation, and five received written warnings. Additionally, Ms. Ajeena, Socio-cultural committee post holder, will be relieved of her duties, while the remaining students are required to submit explanation letters.
- Prof. Ancy Varkey discussed about issues related to Student Hostel Safety, Mess Hall requirements Drinking Water, and Sports Facilities.
- Meeting was Adjourned at 11:30 AM.





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The following members were present for the meeting.

Dr.(Prof). Aradhana Michael Principal & Chairperson	
Dr. (Prof.) Sheetal Saxena Vice Principal	<i>Sheetal</i>
Ms. Vaishali Tiwari Associate Professor & Coordinator	<i>Vaishali</i>
Dr. (Prof) Prachi Awasthi Professor & Coordinator Discipline Monitoring Committee	<i>Prachi</i>
Prof. Ancy Varkey Professor & Hostel In charge	<i>Ancy</i>
Mrs. Mercy Phillip Office Superintendent	<i>Mercy</i>

Sheetal
Committee Chairperson





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Choithram Hospital & Research Centre Manik Bagh Road, Indore 452014 (M.P.)



• Phone: 0731-2362491 to 99, • Ext. No.: 407/578
• Principal: +91-731-4939909

E-mail : cconursing@yahoo.co.in, choithramoffice@gmail.com
Webiste : www.choithramnursing.com

CHOITHRAM COLLEGE OF NURSING Grievance Redressal Committee Minutes Meeting [2022-2023]

Date: 11/04/ 2023, Tuesday
Time: 10:00:00-11:00 PM
Venue: Principal Office

The meeting of Grievance Redressal committee was held on 11/4/2023 in the Principal Office under the chairmanship of Dr, (Prof.) Aradhana Michael.

Agenda of the meeting:

- Review of Previous Meeting Minutes and Action taken measures taken on issues discussed in meeting held on 14 /02/23.
- Addressing Absence of Feba Ravi, B.Sc. Nursing 4th Year, After Night Pass Failure to Return as Scheduled.
- Any other relevant subject at the time of meeting.

Minutes of the Meeting:

- Ms. Vaishali Tiwari, Associate Professor and Head of Department of Psychiatric Nursing, presented the minutes from the previous meeting, which were subsequently passed by the Prof. Ancy Varkey and approved by the chairperson.
- Prof. Ancy Varkey notified the committee members about the action taken measures of issues discussed in last meeting.
 - Provided additional 5 mess table and 80 chairs to rectify the sitting issues.
 - Camera was fitted in hostel entrance common corridor and in mess hall.
 - New water cooler along with aqua guard was fitted in college and hostel.
 - Sports timing were scheduled for students and necessary sports items were also purchased.
- Prof. Yasmin Sharma, Coordinator of B.Sc. Nursing IV Year reported a disciplinary incident with the committee. Feba Ravi of B.Sc. Nursing 4th year took night pass and was expected to join the college on given time. The student failed to join the college and no information was available. Chairperson instructed to obtain a Written application from parents stating the institution has no fault in the above incident. The





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parents requested to not to take any legal action against candidate for which principal mam stated it would be decided later.

- As per requirement of students it is decided to fix Wi fi in every floor for the both the hostel buildings.
- Meeting was concluded 11:10AM.

The following members were present for the meeting.

Dr. (Prof). Aradhana Michael Principal & Chairperson	
Dr. (Prof.) Sheetal Saxena Vice Principal	<i>Sheetal</i>
Ms. Vaishali Tiwari Associate Professor & Coordinator	<i>Vaishali</i>
Dr. (Prof) Prachi Awasthi Professor & Coordinator Discipline Monitoring Committee	<i>Prachi</i>
Prof. Ancy Varkey Professor & Hostel In charge	<i>Ancy</i>
Prof. Yasmin Sharma Professor, Deputy IQAC Coordinator	<i>Yasmin</i>

Sheetal
Committee Chairperson





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CHOITHRAM COLLEGE OF NURSING Grievance Redressal Committee Minutes Meeting [2022-2023]

Date: 6/08/ 2023, Thursday
Time: 3:00-3:30 PM
Venue: Principal Office

The meeting of Grievance Redressal committee was held on 6/08/2023 in the Principal Office under the chairmanship of Dr. (Prof.) Aradhana Michael.

Agenda of the meeting:

- Review of Previous Meeting Minutes of meeting held on 11 /04/23.
- Addressing Absence of Jissa Abraham, B.Sc. Nursing 4th Year, disregarded the disciplinary guidelines of the hostel.
- Any other relevant subject at the time of meeting.

Minutes of the Meeting:

- Ms. Vaishali Tiwari, Associate Professor and Head of Department of Psychiatric Nursing, presented the minutes from the previous meeting, which were subsequently passed by the. Dr. Prof. Prachi Awasthi and approved by the chairperson.
- Prof. Prachi Awasthi reported that Ms. Jissa Abraham, B.Sc. Nursing 4th Year, violated hostel disciplinary guidelines by leaving the premises without proper authorization. This incident occurred on Wednesday night at approximately 8:30 pm when Jissa requested to accompany her mother home. Following thorough discussion, it was decided to require a written application from her parents. Jissa has been issued a final warning, with the understanding that any further infractions may result in suspension.
- Decision Made to Schedule Meeting with Mess Contractor to Discuss and Revise Meal Menu for the Mess Facility.
- Meeting was concluded at 3:30PM.





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The following members were present for the meeting.

Dr. (Prof). Aradhana Michael Principal & Chairperson	
Ms. Vaishali Tiwari Associate Professor & Coordinatr	
Dr. (Prof) Prachi Awasthi Professor & Coordinator Discipline Monitoring Committee	
Prof. Ancy Varkey Professor & Hostel In charge	

Committee Chairperson
for





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Actions Taken Report: 2022-23

The grievance redressal committee has taken a number of actions to address the grievances during the 2022-23 Academic Session.

GRIEVANCES	REDRESSED	CATEGORY
• Dining table and chair was not sufficient in mess hall	→ Provided additional 5 mess table and 80 chairs to rectify the issue.	Infrastructure
• 12 Registered Students of B.Sc. (N) III Year did not attend a national workshop without informing to class coordinator.	→ 6 students were placed on Disciplinary Probation, and five received written warnings regarding their actions. → Ms. A, Socio cultural committee post holder, was relieved by her post responsibilities and rest of the students were asked to write the explanation letter.	Discipline
• Ensure safety and security of student hostel	→ Camera was fitted in hostel entrance common corridor and in mess hall	Infrastructure
• Drinking water facility in hostel and college	→ New water cooler along with aqua guard was fitted in college and hostel	Infrastructure
• Students demanded for sports facility and equipment.	→ Sports timing were scheduled for them and necessary sports items were also purchased.	Co-curricular
• Ms. F of B.Sc. Nursing 4 th year took night pass and was expected to join the college on given time. The student failed to join the college and no information was available.	→ Written application was obtained from parents stating the institution has no fault in the above incident. → The parents requested to not to take any legal action against candidate for which principal man stated it would be decided later. → on decision to continue the candidate in college was	Discipline





CHOITHRAM COLLEGE OF NURSING

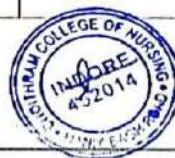
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	withheld after discussing with after authorities. → Class coordinator was informed to keep all the related documents ready and up to date. → Parents were informed to have patience till further decision was finalized by top management.	
• Wi fi requirement was raised by students.	→ Wi fi was fixed in every floor for the both the hostel buildings.	Infrastructure
• Ms. J, a 4th-year B.Sc. [N] student, disregarded the disciplinary guidelines of the hostel.	→ Written application was obtained from student with parent's signature. → Student and parent including discipline committee conducted official enquiry with principal mam. → She was given final warning after that the student could be suspended was told in the presence of parents.	Discipline
• B.Sc. Nursing IV year student voluntarily disclosed her mental health challenge stemming after undergoing a cardiac surgery.	→ She had consulted with Psychiatrist with her parents and received medications and regular counselling sessions were carried out. → Responding well with medications and psychotherapeutic sessions.	Psychosocial
• Food menu was not changed.	With mess contractor and new updated menu was provided.	Food & Mess



Smiti
Principal
 Principal
 Choithram College of Nursing
 Manik Bagh Road,
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Madhya Pradesh Medical Science University, Jabalpur

CHOITHRAM HOSPITAL & RESEARCH CENTRE

Manik Bagh Road, INDORE-452 014 (M.P.)



Our Ref. No. CCON/19/105

Date 08/02/2019

PREVENTION OF SEXUAL HARRASSMENT

LIST OF COMMITTEE MEMBERS:- [Year 2018-2019]

S.NO	NAME OF MEMBERS	REPRESENTATIVES
1.	Dr.Usha Ukande	Principal
2.	Prof.Aradhana Michael	Coordinator
3.	Prof. Manju Joshi	Faculty
4.	Mrs.Rakhi Phandse	Faculty
5.	Mrs.Ancy Verky	Faculty
6.	Ms.Jyoti Srivastava	Faculty
7.	Mrs.Meenakshi Dolzake	Warden
8.	Mrs.Ranjna Chouhan	Women Counselor 9926611019
9.	Ms.Anshu Thomas	Head Girl
10.	Ms.Sushmita John	Head Girl



Dr.(Mrs).UshaUkande

Prinicipal

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• e-mail : medicine@choithram.org



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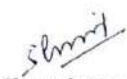
Notification

Constitution of internal complaints committee on "Sexual Harassment" in Choithram College of Nursing to redress complaints of sexual harassment of women.

As per the provisions of University Grant Commission (Prevention, Prohibition and redressal of sexual harassment of women employees and students in higher educational institutions) regulations, 2015, the internal complaints committee comprising of the following members to redress the complaints on sexual harassment has been reconstituted for the year 2019-20 as under:

S.No	Category	Representative Members	Designation	Email	Contact No.
1.	Chairperson	Prof Sheetal Saxena	Officiating Principal	sheetal.saxena@gmail.com	9827657249
2.	Coordinator	Prof. Ancy Varkey	Professor	ancyshonu@gmail.com	9479449364
3.	Teaching Faculty	Prof. Rakhi Phandse	Professor	rakhichrc@gmail.com	8319301034
4.		Ms. Sharanya S.	Asst. Professor	saranya.pillai623@gmail.com	8319378165
5.	Non-Teaching Staff	Mrs. Kiran Wagh	Librarian	Kiran.wagh2010@gmail.com	9893705818
6.		Mrs. Sushila	Warden	-----	93404056120
7.	Women Counsellor	Ms. Ranjana Chouhan	Counsellor	-----	9926611019
8.	Management Personnel	Dr. Amit Bhatt	Deputy Director (CHRC)	medicine@choithram.org	7999009861
9.	Student Members	Ms. Merin C.P	Student	Merin.cp@gmail.com	9826071281
10.		Ms. Anjela James	Student	Anjelajames21@gmail.com	6278920112
11.		Ms. Dipika Patel	Student	Deepikapate151517@gmail.com	9302651517
12.		Ms. Pritibala Verma	Student	Pritiberma1610@gmail.com	8305943432


Prof. Ancy Varkey
Coordinator


Prof. Sheetal Saxena
Officiating Principal





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S.No	Category	Representative Members	Designation	Email	Contact No.
1.	Chairperson	Dr. (Prof) Aradhna Michael	Principal	arumichael@gmail.com	9826050048
2.	Coordinator	Prof. Ancy Varkey	Professor	ancyshonu@gmail.com	9479449364
3.	Teaching Faculty	▪ Prof. Rakhi Phandse	Professor	rakhichrc@gmail.com	8319301034
4.		▪ Ms. Ramya Pillai	Asst. Professor	tr.ramya44@gmail.com	7049478438
5.	Non-Teaching Staff	▪ Mrs. Mercy Phillip	Office In charge	Mercyphillip76@gmail.com	9179835235
6.		▪ Mrs. Saroj Rana	Warden	-----	7389713532
7.	Women Counsellor	Mrs. Anila Gangrade	Counsellor	anilagangrade@gmail.com	9827539789
8.	Management Personnel	Dr. Amit Bhatt	Deputy Director (CHRC)	medicine@choithram.org	7999009861
9.	Student Members	▪ Ms. Merin C.P	Student	Merin.cp@gmail.com	9826071281
10.		▪ Ms. Anjela James	Student	Anjelajames21@gmail.com	6278920112
11.		▪ Ms. Dipika Patel	Student	Deepikapatel51517@gmail.com	9302651517
12.		▪ Ms. Pritibala Verma	Student	Pritiberma1610@gmail.com	8305943432


Prof. Ancy Varkey
Coordinator




Dr. (Prof.) Aradhna Michael
Principal

Dr. (Prof.) Aradhana Michael
Principal
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Notification

Constitution of internal complaints committee on "Sexual Harassment" in Choithram College of Nursing to redress complaints of sexual harassment of women.

As per the provisions of University Grant Commission (Prevention, Prohibition and redressal of sexual harassment of women employees and students in higher educational institutions) regulations, 2015, the internal complaints committee comprising of the following members to redress the complaints on sexual harassment has been reconstituted for the year 2021-22 as under:

S.No	Category	Representative Members	Designation	Email	Contact No.
1.	Chairperson	Dr. (Prof) Aradhna Michael	Principal	arumichael@gmail.com	9826050048
2.	Coordinator	Prof. Ancy Varkey	Professor	ancyshonu@gmail.com	9479449364
3.	Teaching Faculty	▪ Prof. Rakhi Phandse	Professor	rakhichrc@gmail.com	8319301034
4.		▪ Ms. Ramya Pillai	Asst. Professor	tr.ramya44@gmail.com	7049478438
5.	Non-Teaching Staff	▪ Mrs. Mercy Phillip	Office In charge	Mercyphillip76@gmail.com	9179835235
6.		▪ Mrs. Saroj Rana	Warden	-----	7389713532
7.	Women Counsellor	Mrs. Anila Gangrade	Counsellor	anilagangrade@gmail.com	9827539789
8.	Management Personnel	Dr. Amit Bhatt	Deputy Director (CHRC)	medicine@choithram.org	7999009861
9.	Student Members	▪ Ms. Shreya S.Kumar	Head Girl		9962653628
10.		▪ Ms. Bismi Mathew	Head Girl		8435874715
11.		▪ Ms. Dipika Patel	Student	Deepikapatel51517@gmail.com	9302651517
12.		▪ Ms. Pritibala Verma	Student	Pritiherma1610@gmail.com	8305943432


Prof. Ancy Varkey
Coordinator





Dr. (Prof.) Aradhna Michael
Principal

Dr. (Prof.) Aradhna Michael
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Ref. No. CCOM/22/675A


Date 8/10/2022

Notification

Constitution of internal complaints committee on "Sexual Harassment" in Choithram College of Nursing to redress complaints of sexual harassment of women.

As per the provisions of University Grant Commission (Prevention, Prohibition and redressal of sexual harassment of women employees and students in higher educational institutions) regulations, 2015, the internal complaints committee comprising of the following members to redress the complaints on sexual harassment has been reconstituted for the year 2022-23 as under:

S.No.	Category	Representative Members	Designation	Email	Contact No.
1.	Chairperson	Dr. (Prof) Aradhna Michael	Principal	arumichael@gmail.com	9826050048
2.	Coordinator	Mrs. Vaishali Tiwari	Assoc. Professor	Vaishali.tiwari999@gmail.com	9926400293
3.	Teaching Faculty	▪ Prof. Rakhi Phandse	Professor	rakhichrc@gmail.com	8319301034
4.		▪ Prof. Ancy Varkey	Professor	ancyshonu@gmail.com	9479449364
5.		▪ Mr. Anmol Joseph	Asst. Professor	joseph.anmol@gmail.com	9201333330
6.	Non-Teaching Staff	▪ Mrs. Mercy Phillip	Office In charge	Mercyphillip76@gmail.com	9179835235
7.		▪ Mrs. Saroj Rana	Warden	-----	7389713532
8.	Women Counsellor	Mrs. Anila Gangrade	Counsellor	anilangrade@gmail.com	9827539789
9.	Management Personnel	Dr. Amit Bhatt	Deputy Director (CHRC)	medicine@choithram.org	7999009861
10.	Student Members	▪ Ms. Aleena Soby	Head Girl	aleenasoby@gmail.com	9770633365
		▪ Ms. Eshika David	Head Girl	eshikadavid739@gmail.com	9179408999
		▪ Ms. Reetika Choudhary	Student	-----	7369014955
		▪ Mr. Jerin Zachariah	Student	-----	9656791561


Dr. (Prof.) Aradhna Michael
Principal
Dr. (Prof.) Aradhana Michael
Principal
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Ms. Vaishali Tiwari
Coordinator



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Ref. No. CCON/24/039

Date 11/01/2024

Notification

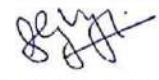
Constitution of Internal Complaints Committee (ICC) on "Sexual Harassment" in Choithram College of Nursing to redress complaints of sexual harassment of women.

As per the provisions of University Grant Commission (Prevention, Prohibition and redressal of sexual harassment of women employees and students in higher educational institutions) regulations, 2015, the internal complaints committee comprising of the following members to redress the complaints on sexual harassment has been reconstituted for the year 2023-24 as under:

S.N	Category	Representative Members	Designation	Email	Contact No.
1.	Chairperson	Prof. Shreeja Vijayan	Principal	shreeja.vijayan@choithramnursing.com	9977306995
2.	Coordinator	Mrs. Vaishali Tiwari	Asso. Professor	vaishali.tiwari@choithramnursing.com	9926400293
3.	Teaching Faculty	Dr. (Prof) Sheetal Saxena	Vice Principal	Sheetal.saxena@choithramnursing.com	
3.	Teaching Faculty	▪ Prof. Rakhi Phandse	Professor	rakhi.chandel@choithramnursing.com	8319301034
4.		▪ Prof. Ancy Varkey	Professor	ancy.varkey@choithramnursing.com	9479449364
5.		▪ Mr. Anmol Joseph	Asst. Professor	anmol.joseph@choithramnursing.com	9201333330
6.	Non-Teaching Staff	▪ Mrs. Kiran Vagh	Librarian	kiran.wagh2010@gmail.com	9893705818
7.		▪ Mrs. Saroj Rana	Warden	-----	7389713532
8.		▪ Ms. Vijeta Verma	Clerical staff	vijetaverma429@gmail.com	8871188733
9.	Women Counsellor	Mrs. Ranjana Chouhan	Counsellor	Ranjana_india@reddiffmail.com	9827539789
10.	Management Personnel	Dr. Amit Bhatt	Deputy Director (CHRC)	medicine@choithram.org	7999009861
11.	Student Members	▪ Ms. Aleena Soby	Head Girl	aleenasoby@gmail.com	9770633365
12.		▪ Ms. Priyanka Kuzur	Student	priyankakujur2806@gmail.com	8319010736
13.		▪ Ms. Reetika Choudhary	Student	reetikamasih24@gmail.com	7369014955


Ms. Vaishali Tiwari
Coordinator




Prof. Shreeja Vijayan
Principal

Principal
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Vishaka Guidelines

against

Sexual Harassment at Workplace

Guidelines and norms laid down by the Hon'ble Supreme Court in Vishaka and Others Vs. State of Rajasthan and Others (JT 1997 (7) SC 384)

HAVING REGARD to the definition of 'human rights' in Section 2 (d) of the Protection of Human Rights Act, 1993,

TAKING NOTE of the fact that the present civil and penal laws in India do not adequately provide for specific protection of women from sexual harassment in work places and that enactment of such legislation will take considerable time,

It is necessary and expedient for employers in work places as well as other responsible persons or institutions to observe certain guidelines to ensure the prevention of sexual harassment of women.

Duty of the Employer or other responsible persons in work places and other institutions

It shall be the duty of the employer or other responsible persons in work places or other institutions to prevent or deter the commission of acts of sexual harassment and to provide the procedures for the resolution, settlement or prosecution of acts, of sexual harassment by taking all steps required.

Definition

For this purpose, sexual harassment includes such unwelcome sexually determined behaviour (whether directly or by implication) as:

- a) Physical contact and advances;
- b) A demand or request for sexual favours;
- c) Sexually coloured remarks;
- d) Showing pornography;
- e) Any other unwelcome physical, verbal or non-verbal conduct of sexual nature





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Where any of these acts is committed in circumstances where-under the victim of such conduct has a reasonable apprehension that in relation to the victim's employment or work whether she is drawing salary, or honorarium or voluntary, whether in government, public or private enterprise such conduct can be humiliating and may constitute a health and safety problem. It is discriminatory for instance when the woman has reasonable grounds to believe that her objection would disadvantage her in connection with her employment or work including recruiting or promotion or when it creates a hostile work environment. Adverse consequences might be visited if the victim does not consent to the conduct in question or raises any objection thereto.

Preventive Steps

All employers or persons in charge of work place whether in public or private sector should take appropriate steps to prevent sexual harassment. Without prejudice to the generality of this obligation they should take the following steps:

- A. Express prohibition of sexual harassment as defined above at the work place should be notified, published and circulated in appropriate ways.**
- B. The Rules/Regulations of Government and Public Sector bodies relating to conduct and discipline should include rules/regulations prohibiting sexual harassment and provide for appropriate penalties in such rules against the offender.**
- C. As regards private employers, steps should be taken to include the aforesaid prohibitions in the standing orders under the Industrial Employment (Standing Orders) Act, 1946.**
- D. Appropriate work conditions should be provided in respect of work, leisure, health and hygiene to further ensure that there is no hostile environment towards women at work places and no employee woman should have reasonable grounds to believe that she is disadvantaged in connection with her employment.**





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Criminal Proceedings

Where such conduct amounts to a specific offence under the Indian Penal Code or under any other law, the employer shall initiate appropriate action in accordance with law by making a complaint with the appropriate authority.

In particular, it should ensure that victims or witnesses are not victimized or discriminated against while dealing with complaints of sexual harassment. The victims of sexual harassment should have the option to seek transfer of the perpetrator or their own transfer.

Disciplinary Action

Where such conduct amounts to misconduct in employment as defined by the relevant service rules, appropriate disciplinary action should be initiated by the employer in accordance with those rules.

Complaint Mechanism

Whether or not such conduct constitutes an offence under law or a breach of the service rules, an appropriate complaint mechanism should be created in the employer's organisation for redress of the complaint made by the victim. Such complaint mechanism should ensure time bound treatment of complaints.

Complaints Committee

The complaint mechanism, referred to above, should be adequate to provide, where necessary, a Complaints Committee, a special counsellor or other support service, including the maintenance of confidentiality.

The Complaints Committee should be headed by a woman and not less than half of its member should be women. Further, to prevent the possibility of any undue pressure or influence from senior levels, such Complaints Committee should involve a third party, either NGO or other body who is familiar with the issue of sexual harassment.

The Complaints Committee must make an annual report to the Government department concerned of the complaints and action taken by them.





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The employers and person in charge will also report on the compliance with the aforesaid guidelines including on the reports of the Complaints Committee to the Government department.

Worker's Initiative

Employees should be allowed to raise issues of sexual harassment at a workers' meeting and in other appropriate forum and it should be affirmatively discussed in Employer-Employee Meetings.

Awareness

Awareness of the rights of female employees in this regard should be created in particular by prominently notifying the guidelines (and appropriate legislation when enacted on the subject) in a suitable manner.

Third Party Harassment

Where sexual harassment occurs as a result of an act or omission by any third party or outsider, the employer and person in charge will take all steps necessary and reasonable to assist the affected person in terms of support and preventive action.

The Central/State Governments are requested to consider adopting suitable measures including legislation to ensure that the guidelines laid down by this order are also observed by the employers in Private Sector.

These guidelines will not prejudice any rights available under the Protection of Human Rights Act, 1993.





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2018-2019

Choithram College of Nursing, Manik Bagh Road, Indore

CELL FOR PREVENTION OF SEXUAL HARRASMENT (Academic Year 2018-19)

PROCEEDINGS OF THE 1ST MEETING (INTERNAL COMPLAINTS COMMITTEE) OF THE
CELL FOR PREVENTION OF SEXUAL HARRASMENT HELD ON 10TH, SEPTEMBER 2018 AT
1:00 PM IN THE CONFERENCE ROOM.

Meeting 01

Date: 10/9/18
Time: 1:00 PM
Venue: Conference Room

The following Members attended the Meeting:

Details	Name	Designation	Address
Chairperson	Dr. (Prof) Usha Ukande	Principal	Choithram CON, Indore
Coordinator	Prof. Aradhana Michael	Professor	Choithram CON, Indore
Teaching Faculty	Prof. Manju Joshi	Professor	Choithram CON, Indore
Teaching Faculty	Mrs. Ancy Varkey	Asso. Professor	Choithram CON, Indore
Student	Ms. Anshu Thomas	Head girl	Choithram CON, Indore
Student	Ms. Sushmita John	Head girl	Choithram CON, Indore

Agenda:

To decide action plan of the cell for the Academic year 2018-2019.

Minutes:

- Prof. Aradhana Michael, HOD, Community Health Nursing welcomed all the members and explained the purpose of the meeting.
- The Chairperson asked the members to meet the students on a regular basis or earlier, if need arise.
- The committee decided to request the staff members to continue the discussion about "Prevention, Prohibition and Redressal of Sexual Harassment" with the students during the mentoring classes.
- The committee decided to organise an awareness program on 8 March 2018 on the occasion of the International Women's Day to spread the message of gender sensitisation.
- The Committee noted that no complaint of sexual harassment has been received from any woman employee or student of the college.
- The committee decided to place banners/posters/notices defining sexual harassment at prominent places in the college campus.



S. S. Sharma
Principal
Principal
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Choithram College of Nursing, Manik Bagh Road, Indore

CELL FOR PREVENTION OF SEXUAL HARRASMENT (Academic Year 2018-19)

PROCEEDINGS OF THE 2ND MEETING (INTERNAL COMPLAINTS COMMITTEE) OF THE
CELL FOR PREVENTION OF SEXUAL HARRASMENT HELD ON, 21TH MAY 2019 AT 11:00
AM IN THE CONFERENCE ROOM.

Meeting 02

Date: 21/5/19
Time: 11:00 AM
Venue: Conference Room

The following Members attended the Meeting:

Details	Name	Designation	Address
Chairperson	Prof. Sheetal Saxena	Officiating Principal	Choithram CON, Indore
Coordinator	Prof. Aradhana Michael	Professor	Choithram CON, Indore
Teaching Faculty	Mrs. Rakhi Phandse	Asso. Professor	Choithram CON, Indore
Teaching Faculty	Mrs. Ancy Varkey	Asso. Professor	Choithram CON, Indore
Student	Ms. Anshu Thomas	Head girl	Choithram CON, Indore
Student	Ms. Sushmita John	Head girl	Choithram CON, Indore

Agenda:

- To organize an awareness, talk on Personal Safety for students.

Minutes:

- Prof. Aradhana Michael, HOD, Community Health Nursing welcomed all the members and explained the purpose of the meeting.
- Minutes of the previous meeting were read and discussed.
- The committee decided to organise an awareness talk on Personal Safety on 9 May 2019.
- The meeting was concluded with the vote of thanks to the chair.



Sheetal
Principal
Choithram College of Nursing
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CELL FOR PREVENTION OF SEXUAL HARRASMENT (Academic Year 2018-19)

PROCEEDINGS OF THE 3RD MEETING (INTERNAL COMPLAINTS COMMITTEE) OF THE
CELL FOR PREVENTION OF SEXUAL HARRASMENT HELD ON, 27th August 2019 AT 1:00 PM
IN THE CONFERENCE ROOM.

Meeting 03

Date: 27/8/19
Time: 1:00 PM
Venue: Conference Room

The following Members attended the Meeting:

Details	Name	Designation	Address
Chairperson	Prof. Sheetal Saxena	Officiating Principal	Choithram CON, Indore
Coordinator	Prof. Aradhana Michael	Professor	Choithram CON, Indore
Teaching Faculty	Mrs. Rakhi Phandse	Asso. Professor	Choithram CON, Indore
Teaching Faculty	Mrs. Ancy Varkey	Asso. Professor	Choithram CON, Indore
Student	Ms. Anshu Thomas	Head girl	Choithram CON, Indore
Student	Ms. Sushmita John	Head girl	Choithram CON, Indore

Agenda:

- To review the action plan for the year and achievement of goals.

Minutes:

- Prof. Aradhana Michael, HOD, Community Health Nursing welcomed all the members and explained the purpose of the meeting.
- Minutes of the previous meeting were read and discussed.
- The committee noted that no complaint of sexual harassment has been received from any girl student.
- The members discussed various news regarding sexual harassment published in the newspapers and decided to prevent such events in the college campus through an awareness campaign anti-sexual harassment.
- The meeting was concluded with the vote of thanks to the chair.



shree
Principal

Principal
Choithram College of Nursing
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2019-2020

Choithram College of Nursing, Manik Bagh Road, Indore

CELL FOR PREVENTION OF SEXUAL HARRASMENT (Academic Year 2019-20)

PROCEEDINGS OF THE 1ST MEETING (INTERNAL COMPLAINTS COMMITTEE) OF THE
CELL FOR PREVENTION OF SEXUAL HARRASMENT HELD ON 11 NOVEMBER 2019 AT
2:30 PM IN THE CONFERENCE ROOM.

Meeting 01

Date: 11/11/19
Time: 2:30 PM
Venue: Conference Room

The following Members attended the Meeting:

Details	Name	Designation	Address
Chairperson	Prof. Sheetal Saxena	Officiating Principal	Choithram CON, Indore
Coordinator	Prof. Aradhana Michael	Professor	Choithram CON, Indore
Teaching Faculty	Mrs. Ancy Varkey	Asso. Professor	Choithram CON, Indore
Teaching Faculty	Ms. Sharanya S	Asst. Professor	Choithram CON, Indore
Student	Ms. Dolly Ahir	Student member	Choithram CON, Indore
Student	Ms. Merin C.P.	Student Member	Choithram CON, Indore
Student	Ms. Ashi Walter	Student Member	Choithram CON, Indore

Agenda:

To decide action plan of the cell for the Academic year 2019-2020.

Minutes:

- Mrs. Ancy Varkey welcomed all the members and explained the purpose of the meeting.
- All the members decided to Make an action plan for the year 2019-2020 to ensure safety of the girl students in the college campus,
- Make them aware about the functions and guidelines of the anti-sexual harassment cell for women, Aware them about the procedure to make complaints if they have any problem regarding sexual harassment,
- To organise a program on 8 March 2014 on the occasion of the International Women's Day to spread the message of gender sensitisation.
- Ms. Sharanya S concluded the meeting with the vote of thanks for the meeting.



S. Varkey
Principal

Principal
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Choithram College of Nursing, Manik Bagh Road, Indore

CELL FOR PREVENTION OF SEXUAL HARRASMENT (Academic Year 2019-20)

PROCEEDINGS OF THE 2ND MEETING (INTERNAL COMPLAINTS COMMITTEE) OF THE
CELL FOR PREVENTION OF SEXUAL HARRASMENT HELD ON 25 JUNE 2020 AT 11:15 AM
THROUGH VIRTUAL PATEFORM.

Meeting 02

Date: 25/06/20
Time: 11:15 AM
Platform: Zoom Application

The following Members attended the Meeting:

Details	Name	Designation	Address
Chairperson	Dr (Prof) Aradhana Michael	Principal	Choithram CON, Indore
Coordinator	Prof. Ancy Varkey	Professor	Choithram CON, Indore
Teaching Faculty	Prof. Rakhi Phandse	Asso. Professor	Choithram CON, Indore
Teaching Faculty	Ms. Sharanya S	Asst. Professor	Choithram CON, Indore
Non-teaching Staff	Mrs. Mercy Philip	Office Head	Choithram CON, Indore
Student	Ms. Dolly Ahir	Student member	Choithram CON, Indore
Student	Ms. Merin C.P.	Student Member	Choithram CON, Indore
Student	Ms. Ashi Walter	Student Member	Choithram CON, Indore

Agenda:

To prepare display boards of 'Anti-Sexual Harassment Cell' and to set up a complaint drop box in the college premises.

Minutes:

- Mrs Ancy Varkey welcomed all the members and explained the purpose of the meeting.
- Minutes of the previous meeting were read and discussed.
- All the members discussed on forming posters of 'Anti-Sexual Harassment Cell' specifying guidelines of the cell and display them on the walls of the college building.
- It was also decided a set up a complaint drop box in the college premises.
- The committee noted that no complaint of sexual harassment has been received from any girl student.
- Ms. Sharanya S concluded the meeting with the vote of thanks for the meeting.



Principal

Dr. (Prof.) Aradhana Michael
Principal
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Choithram College of Nursing, Manik Bagh Road, Indore

CELL FOR PREVENTION OF SEXUAL HARRASMENT (Academic Year 2019-20)

PROCEEDINGS OF THE 3RD MEETING (INTERNAL COMPLAINTS COMMITTEE) OF THE
CELL FOR PREVENTION OF SEXUAL HARRASMENT HELD ON 19 OCTOBER 2020 AT 1:10
PM THROUGH VIRTUAL PATEFORM.

Meeting 03

Date: 19/10/20
Time: 1:10 PM
Platform: Zoom Application

The following Members attended the Meeting:

Details	Name	Designation	Address
Chairperson	Dr (Prof) Aradhana Michael	Principal	Choithram CON, Indore
Coordinator	Prof. Ancy Varkey	Professor	Choithram CON, Indore
Teaching Faculty	Prof. Rakhi Phandse	Asso. Professor	Choithram CON, Indore
Teaching Faculty	Ms. Sharanya S	Asst. Professor	Choithram CON, Indore
Student	Ms. Dolly Ahir	Student member	Choithram CON, Indore
Student	Ms. Merin C.P.	Student Member	Choithram CON, Indore
Student	Ms. Ashi Walter	Student Member	Choithram CON, Indore

Agenda:

To Review the proceedings of last Meeting.

Minutes:

- Mrs Ancy Varkey welcomed all the members and explained the purpose of the meeting.
- Minutes of the previous meeting were read and discussed.
- Students are at their home due to Covid 19 Pandemic. The committee noted that no complaint of sexual harassment has been received from any girl student.
- The meeting was concluded with the vote of thanks to the chair.



Principal

Dr. (Prof.) Aradhana Michael
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2020-2021

Choithram College of Nursing, Manik Bagh Road, Indore

CELL FOR PREVENTION OF SEXUAL HARRASMENT (Academic Year 2020-21)

PROCEEDINGS OF THE 1ST MEETING (INTERNAL COMPLAINTS COMMITTEE) OF THE
CELL FOR PREVENTION OF SEXUAL HARRASMENT HELD ON 9 DECEMBER 2020 AT
11:30 AM THROUGH VIRTUAL MODE.

Meeting 01

Date: 9/12/20

Time: 11:30 Am

Platform: Zoom application

The following Members attended the Meeting:

Details	Name	Designation	Address
Chairperson	Dr. (Prof) Aradhna Michael	Principal	Choithram CON, Indore
Coordinator	Prof. Ancy Varkey	Professor	Choithram CON, Indore
Teaching Faculty	Prof. Rakhi Phandse	Professor	Choithram CON, Indore
Teaching Faculty	Mrs. Ramya Pillai	Asst. Professor	Choithram CON, Indore
Non-teaching Faculty	Mrs. Mercy Phillip	Office Incharge	Choithram CON, Indore
Student Member	Ms. Merin C. P	Student	Choithram CON, Indore
Student Member	Ms. Shreya S NAIR	Student	Choithram CON, Indore
Student Member	Ms. Deepika Patel	Student	Choithram CON, Indore

Agenda:

To decide action plan of the cell for the Academic year 2020-2021

Minutes:

- Prof. Ancy Varkey welcomed all the members and explained the purpose of the meeting.
- Minutes of the previous meeting were read and discussed.
- The members discussed various news regarding sexual harassment published in the newspapers and decided to prevent such events in the college campus through an awareness campaign anti-sexual harassment.
- The committee decided to organise an awareness program on 8 March 2018 on the occasion of the International Women's Day to spread the message of gender sensitisation.
- The meeting was concluded with the vote of thanks to the chair.


Principal



Dr. (Prof.) Aradhana Michael
Principal
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CELL FOR PREVENTION OF SEXUAL HARRASMENT (Academic Year 2020-21)

PROCEEDINGS OF THE 2ND MEETING (INTERNAL COMPLAINTS COMMITTEE) OF THE
CELL FOR PREVENTION OF SEXUAL HARRASMENT HELD ON 27 APRIL 2021 AT 3:00 PM
IN CONFERENCE ROOM.

Meeting 02

Date: 27/4/21

Time: 3:00PM

Platform: Conference Room

The following Members attended the Meeting:

Details	Name	Designation	Address
Chairperson	Dr. (Prof) Aradhna Michael	Principal	Choithram CON, Indore
Coordinator	Prof. Ancy Varkey	Professor	Choithram CON, Indore
Teaching Faculty	Prof. Rakhi Phandse	Professor	Choithram CON, Indore
Teaching Faculty	Mrs. Ramya Pillai	Asst. Professor	Choithram CON, Indore
Student Member	Ms. Merin C. P	Student	Choithram CON, Indore
Student Member	Ms. Deepika Patel	Student	Choithram CON, Indore

Agenda:

To Plan an awareness Program on Gender Sensitization.

Minutes:

- Prof. Ancy Varkey welcomed all the members and explained the purpose of the meeting.
- Minutes of the previous meeting were read and discussed.
- The committee noted that no complaint of sexual harassment has been received from any girl student.
- The committee decided to organise an Awareness talk on "PCPNDT ACT" to sensitize the students in upcoming days.
- The meeting was concluded with the vote of thanks to the chair.

Principal



Dr. (Prof.) Aradhana Michael
Principal
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Choithram College of Nursing, Manik Bagh Road, Indore

CELL FOR PREVENTION OF SEXUAL HARRASMENT (Academic Year 2020-21)

PROCEEDINGS OF THE 3rd MEETING (INTERNAL COMPLAINTS COMMITTEE) OF THE
CELL FOR PREVENTION OF SEXUAL HARRASMENT HELD ON 10 AUGUST 2021 AT 10:00
AM IN CONFERENCE ROOM.

Meeting 03

Date: 10/8/21

Time: 10:00AM

Platform: Conference Room

The following Members attended the Meeting:

Details	Name	Designation	Address
Chairperson	Dr. (Prof) Aradhna Michael	Principal	Choithram CON, Indore
Coordinator	Prof. Ancy Varkey	Professor	Choithram CON, Indore
Teaching Faculty	Prof. Rakhi Phandse	Professor	Choithram CON, Indore
Teaching Faculty	Mrs. Ramya Pillai	Asst. Professor	Choithram CON, Indore
Student Member	Ms. Merin C. P	Student	Choithram CON, Indore
Student Member	Ms. Deepika Patel	Student	Choithram CON, Indore

Agenda:

Review of incidence of Sexual harassment/ gender parity.

Minutes:

- Prof. Ancy Varkey welcomed all the members and explained the purpose of the meeting.
- Minutes of the previous meeting were read and discussed.
- The committee noted that no complaint of sexual harassment has been received from any girl student. The committee meeting is held every 3 months or as when required.
- The meeting was concluded with the vote of thanks to the chair.



Principal

Dr. (Prof.) Aradhana Michael
Principal
Choithram College of Nursing
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2021-2022

CELL FOR PREVENTION OF SEXUAL HARRASMENT (Academic Year 2021-22)

PROCEEDINGS OF THE 1ST MEETING (INTERNAL COMPLAINTS COMMITTEE) OF THE
CELL FOR PREVENTION OF SEXUAL HARRASMENT HELD ON 12TH, NOVEMBER 2021 AT
12:30 PM IN THE PRINCIPAL'S OFFICE.

Meeting 01

Date: 12/11/21

Time: 12:30 pm

Venue: Principal office

The following Members attended the Meeting:

Details	Name	Designation	Address
Chairperson	Dr. (Prof) Aradhna Michael	Principal	Choithram CON, Indore
Coordinator	Prof. Ancy Varkey	Professor	Choithram CON, Indore
Teaching Faculty	Prof. Rakhi Phandse	Professor	Choithram CON, Indore
Teaching Faculty	Mrs. Ramya Pillai	Asst. Professor	Choithram CON, Indore
Non-teaching Faculty	Mrs. Mercy Phillip	Office Incharge	Choithram CON, Indore
Student	Ms. Shreya S.Kumar	Head girl	Choithram CON, Indore
Student	Ms. Deepika Patel	Student	Choithram CON, Indore


Agenda:

To decide action plan of the cell for the Academic year 2021-2022.

Minutes:

- Prof. Ancy Varkey welcomed all the members and explained the purpose of the meeting.
- All the members decided to-
 - a. Make an action plan for the year 2021-2022 to ensure safety of the girl students in the college campus by putting CCTV cameras in hostel also.
 - b. Make them aware about the functions and guidelines of the anti-sexual harassment cell for women,
 - c. Aware them about the procedure to make complaints if they have any problem regarding sexual harassment.
 - d. Organise Self-defence sessions /Training program for students to build confidence among them.
- Mrs Ramya Pillai concluded the meeting with the vote of thanks for the meeting.




Principal
Dr. (Prof.) Aradhana Michael
Principal
Choithram College of Nursing
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CELL FOR PREVENTION OF SEXUAL HARRASMENT (Academic Year 2021-22)

PROCEEDINGS OF THE 2nd MEETING (INTERNAL COMPLAINTS COMMITTEE) OF THE
CELL FOR PREVENTION OF SEXUAL HARRASMENT HELD ON 15TH, JUNE 2021 AT
11:00AM IN THE CONFERENCE ROOM.

Meeting 02

Date: 15/6/22
Time: 11:00 am
Venue: Conference Room

The following Members attended the Meeting:

Details	Name	Designation	Address
Chairperson	Dr. (Prof) Aradhna Michael	Principal	Choithram CON, Indore
Coordinator	Prof. Ancy Varkey	Professor	Choithram CON, Indore
Teaching Faculty	Prof. Rakhi Phandse	Professor	Choithram CON, Indore
Teaching Faculty	Mrs. Ramya Pillai	Asst. Professor	Choithram CON, Indore
Non-teaching Faculty	Mrs. Mercy Phillip	Office Incharge	Choithram CON, Indore
Non-teaching Faculty	Mrs. Saroj Rana	Wardon	Choithram CON, Indore
Student Member	Ms. Shreya S.Kumar	Head girl	Choithram CON, Indore
Student Member	Ms. Bismi Mathew	Head girl	Choithram CON, Indore
Student Member	Ms. Deepika Patel	Student	Choithram CON, Indore


Agenda:

- Celebration of World Women Equality Day.
- To conduct an awareness program for new B.Sc. Nursing batch regarding, code of conduct and cell for prevention of Sexual harassment.

Minutes:

- Prof. Ancy Varkey welcomed all the members and explained the purpose of the meeting.
- Minutes of the previous meeting were read and discussed.
- All the members discussed on-
 - a. Forming posters of 'Anti-Sexual Harassment Cell' specifying guidelines of the cell and display them on the walls of the college building as per the directions given by the central government.
 - b. Discussion was made to celebrate world Women equality Day on 26/8/22 and make sensitise all teaching and nonteaching staffs for the same.
 - c. It was also decided to conduct an orientation session on Prevention of Sexual Harassment and its guidelines for New B.Sc. (N) students, after their Induction and orientation Program, as they joined the institution.
- Mrs Ramya Pillai concluded the meeting with the vote of thanks for the meeting.




Dr. (Prof.) Aradhana Michael
Principal
Choithram College of Nursing
Manik Bagh Road,
Indore-452014 (M.P.) India



CHOITHRAM COLLEGE OF NURSING

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Choithram Hospital & Research Centre Manik Bagh Road, Indore 452014 (M.P.)



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● Principal: +91-731-4939909

E-mail : cconursing@yahoo.co.in, choithramoffice@gmail.com
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CELL FOR PREVENTION OF SEXUAL HARRASMENT (Academic Year 2021-22)

PROCEEDINGS OF THE 3rd MEETING (INTERNAL COMPLAINTS COMMITTEE) OF THE
CELL FOR PREVENTION OF SEXUAL HARRASMENT HELD ON 29th, SEPTEMBER 2022 AT
3:30PM IN THE PRINCIPAL'S OFFICE.

Meeting 03

Date: 29/9/22

Time: 3:30 Pm

Venue: Principal's Office

The following Members attended the Meeting:

Details	Name	Designation	Address
Chairperson	Dr. (Prof) Aradhna Michael	Principal	Choithram CON, Indore
Coordinator	Prof. Ancy Varkey	Professor	Choithram CON, Indore
Teaching Faculty	Prof. Rakhi Phandse	Professor	Choithram CON, Indore
Teaching Faculty	Mrs. Vaishali Tiwari	Assoc. Professor	Choithram CON, Indore
Teaching Faculty	Mr. Anmol Joseph	Asst. Lecturer	Choithram CON, Indore
Non-teaching Faculty	Mrs. Mercy Phillip	Office Incharge	Choithram CON, Indore
Student Member	Ms. Shreya S.Kumar	Head girl	Choithram CON, Indore
Student Member	Ms. Bismi Mathew	Head girl	Choithram CON, Indore
Student Member	Ms. Preetibala Verma	Student	Choithram CON, Indore

Agenda:

- To elect and add new members in cell for prevention of Sexual Harassment.
- To Orient Elected new members about the functions, procedure and guidelines for Prevention of Sexual Harassment cell.

Minutes:

- Prof. Ancy Varkey welcomed all the members and explained the purpose of the meeting.
- Minutes of the previous meeting were read and discussed.
- The internal complaints committee (ICC) was re-constituted as mentioned above as per the UGC (Prevention, Prohibition and Redressed OF Sexual Harassment of Women Employees and Students in Higher Education Institutions) Regulations, 2015.
- The committee noted that though no complaint of sexual harassment has been received from any girl student, it was necessary to be alert not to occur such events in the college campus,
- Prof. Ancy Varkey has explained and discussed about the functions, procedure and guidelines for Prevention of Sexual Harassment cell to new members.
- Prof. Rakhi Phandse concluded the meeting with the vote of thanks for the meeting.



Dr. (Prof.) Aradhna Michael
Principal
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2022 - 2023

CELL FOR PREVENTION OF SEXUAL HARRASMENT (Academic Year 2022-23)

PROCEEDINGS OF THE 1ST MEETING (INTERNAL COMPLAINTS COMMITTEE) OF THE CELL FOR PREVENTION OF SEXUAL HARRASMENT HELD ON 28TH, August 2022 AT 11:20 AM IN THE MEETING ROOM.

Meeting 03

Date: 28/8/23

Time: 11:20 PM

Venue: Meeting Room

The following Members attended the Meeting:

Details	Name	Designation	Address
Chairperson	Dr. (Prof) Aradhana Michael	Principal	Choithram CON, Indore
Coordinator	Mrs. Vaishali Tiwari	Asso. Professor	Choithram CON, Indore
Teaching Faculty	Prof. Ancy Varghese	Professor	Choithram CON, Indore
Non-teaching Faculty	Mrs. Saroj Rana	Warden	Choithram CON, Indore
Non-teaching Faculty	Mrs. Mercy Phillip	Office In-charge	Choithram CON, Indore
Student	Ms. Ishika David	Head girl	Choithram CON, Indore

Agenda:

- To review the action plan for the year and achievement of goals.

Minutes:

- Mrs. Vaishali Tiwari welcomed all the members and explained the purpose of the meeting.
- Minutes of the previous meeting were read and discussed.
- The Committee noted that no complaint of sexual harassment has been received from any woman employee or student of the college.
- The committee members suggested revise/update the committee for the new academic session of the year 2023-2024 in next meeting.
- The meeting was concluded with the voice of thanks to the chair.


Dr. (Prof) Aradhana Michael
Principal & Chairperson


Ms. Vaishali Tiwari
Associate Professor & Coordinator

Dr. (Prof.) Aradhana Michael
Principal
Choithram College of Nursing
Manik Bagh Road,
Indore-452014 (M.P.) India





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CELL FOR PREVENTION OF SEXUAL HARRASMENT (Academic Year 2022-23)

PROCEEDINGS OF THE 1ST MEETING (INTERNAL COMPLAINTS COMMITTEE) OF THE
CELL FOR PREVENTION OF SEXUAL HARRASMENT HELD ON 26TH, April 2022 AT 3:10 PM
IN THE MEETING ROOM.

Meeting 02

Date: 26/4/23

Time: 3:10 PM

Venue: Meeting Room

The following Members attended the Meeting:

Details	Name	Designation	Address
Chairperson	Dr. (Prof) Aradhana Michael	Principal	Choithram CON, Indore
Coordinator	Mrs. Vaishali Tiwari	Asso.Professor	Choithram CON, Indore
Teaching Faculty	Prof. Ancy Varghese	Professor	Choithram CON, Indore
Teaching Faculty	Prof. Rakhi Phandse	Professor	Choithram CON, Indore
Non-teaching Faculty	Mrs. Saroj Rana	Warden	Choithram CON, Indore
Non-teaching Faculty	Mrs. Mercy Phillip	Office In-charge	Choithram CON, Indore
Student	Ms. Aleena Soby	Head girl	Choithram CON, Indore
Student	Ms. Ishika David	Head girl	Choithram CON, Indore

Agenda:

- To review the action plan for the year and achievement of goals.

Minutes:

- Mrs. Vaishali Tiwari welcomed all the members and explained the purpose of the meeting.
- Minutes of the previous meeting were read and discussed.
- The Committee noted that no complaint of sexual harassment has been received from any woman employee or student of the college.
- The meeting was concluded with the vote of thanks to the chair.



Principal

Dr. (Prof.) Aradhana Michael
Principal
Choithram College of Nursing
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CELL FOR PREVENTION OF SEXUAL HARRASMENT (Academic Year 2022-23)

PROCEEDINGS OF THE 1ST MEETING (INTERNAL COMPLAINTS COMMITTEE) OF THE
CELL FOR PREVENTION OF SEXUAL HARRASMENT HELD ON 6TH, DECEMBER 2022 AT
10:30 AM IN THE PRINCIPAL'S OFFICE.

Meeting 01

Date: 6/12/22

Time: 10:30 am

Venue: Principal office

The following Members attended the Meeting:

Details	Name	Designation	Address
Chairperson	Dr. (Prof) Aradhana Michael	Principal	Choithram CON, Indore
Coordinator	Mrs. Vaishali Tiwari	Asso. Professor	Choithram CON, Indore
Teaching Faculty	Prof. Ancy Varghese	Professor	Choithram CON, Indore
Teaching Faculty	Mr. Anmol Joseph	Asst. Professor	Choithram CON, Indore
Non-teaching Faculty	Mrs. Mercy Phillip	Office Incharge	Choithram CON, Indore
Student	Ms. Aleena Soby	Head girl	Choithram CON, Indore
Student	Ms. Ishika David	Head girl	Choithram CON, Indore

Agenda:

- To decide action plan of the cell for the Academic year 2022-2023.

Minutes:

- Mrs. Vaishali Tiwari welcomed all the members and explained the purpose of the meeting.
- Minutes of the previous meeting were read and discussed.
- All the members decided to
 - a. Make an action plan for the year 2022-2023 to ensure safety of the girl students in the college campus.
 - b. Make them aware about the functions and guidelines of the anti-sexual harassment cell for women,
 - c. Aware them about the procedure to make complaints if they have any problem regarding sexual harassment.





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- d. Display the Notification of reconstitution of Internal complaint committee on notice boards of college and hostel.
- All the members discussed on forming posters of 'Anti-Sexual Harassment Cell' specifying guidelines of the cell and display them on the walls of the college building as per the directions given by the central government.
 - An e-lecture to be attended by students, will be held on 12/12/22 on the Theme of "Women Empowerment".
 - The meeting was concluded with the vote of thanks.

Principal

Dr. (Prof.) Aradhana Michael
Principal
Choithram College of Nursing
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Ref. No. CCON/24/370

Date 25/06/2024

I, **Prof. Shreeja Vijayan**, affirm that our institute strictly adheres to the guidelines set forth by the Indian Nursing Council and the University Grants Commission (UGC) for the Prevention of Sexual harassment and Ragging. Students can submit their complaints directly to the committee members. Additionally, our institute ensures that students and their parents submit the Anti-Ragging Undertaking. We strictly adhere to the guidelines outlined in the Anti-Ragging Compliance Form and submit it regularly.




Principal

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Ref. No. CCON/24/371

Date 25/06/2024

Over the past five years (2018-2023), an analysis of the minutes from the Sexual Harassment and Anti-Ragging Committee meetings shows that no incidents have been reported by students. Consequently, no actions have been recorded to date.



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CHOITHRAM COLLEGE OF NURSING, INDORE



ACTIVITIES AMOUNTING TO RAGGING AND SCOPE OF ANTI RAGGING MEASURES

According to UGC Regulations on Curbing the Menace of Ragging in Higher Education Institutions, 2009, Choithram college of Nursing has been constituted a committee to prohibit, prevent and eliminate the scourge of ragging in the College including:

- i. Any conduct by any student or students whether by words spoken or written or by an act which has the effect of teasing, treating or handling with rudeness a fresher or any other student.
- ii. Indulging in rowdy or in disciplined activities by any student or students which causes or is likely to cause annoyance, hardship, physical or psychological harm or to raise fear or apprehension thereof in any fresher or any other student.
- iii. Any act that affects the mental health and self-confidence of a fresher or any other student with or without an intent to derive a sadistic pleasure or showing off power, authority or superiority by a student over any fresher or any other student.
- iv. Asking any student to do any act which such student will not in the ordinary course do and which has the effect of causing or generating a sense of shame, or torment or embarrassment so as to adversely affect the physique or psyche of such fresher or any other student.
- v. Any act by a senior student that prevents, disrupts or disturbs the regular academic activity of any other student or a fresher.
- vi. Exploiting the services of a fresher or any other student for completing the academic tasks assigned to an individual or a group of students.





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- vii. Any act of financial extortion or forceful expenditure burden put on a fresher or anyother student by students.
- viii. Any act of physical abuse including all variants of it: sexual abuse, homosexual assaults, stripping, forcing obscene and lewd acts, gestures, causing bodily harm or any other danger to health or person;
- ix. Any act or abuse by spoken words, emails, post, public insults which would also include deriving perverted pleasure, vicarious or sadistic thrill from actively or passively participating in the discomfiture to fresher or any other student;

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Principal





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ADMINISTRATIVE ACTION IN THE EVENT OF RAGGING



The institution shall punish a student found guilty of ragging after following the procedure and in the manner prescribed herein under:

- a) The Anti-Ragging Committee of the institution shall take an appropriate decision, in regard to punishment or otherwise, depending on the facts of each incident of ragging and nature and gravity of the incident of ragging established in the recommendations of the Anti-Ragging Squad.
- b) The Anti-Ragging Committee may, depending on the nature and gravity of the guilt established by the Anti-Ragging Squad, award, to those found guilty, one or more of the following punishments, namely;
 - i. Suspension from attending classes and academic privileges.
 - ii. Withholding/ withdrawing scholarship/ fellowship and other benefits.
 - iii. Debarring from appearing in any test/ examination or other evaluation process.
 - iv. Withholding results.
 - v. Debarring from representing the institution in any regional, national or international meet, tournament, youth festival, etc.
 - vi. Suspension/ expulsion from the hostel.
 - vii. Cancellation of admission.
 - viii. Rustication from the institution for the academic year.
 - ix. Expulsion from the institution and consequent debarring from admission to any other institution for a specified period. Provided that where the persons committing or abetting the act of ragging are not identified, the institution shall resort to collective punishment.





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OBJECTIVES

The objectives of an Anti-ragging committee include:

- To prevent incidents of ragging within educational institutions through awareness and proactive measures.
- To create awareness among students, faculty, and staff about the consequences of ragging and the importance of maintaining a healthy and respectful environment.
- To monitor and supervise the activities within the institution to detect any potential ragging incidents early on.
- To intervene promptly and effectively in reported cases of ragging to ensure the safety and well-being of students.
- To provide counselling and support to victims of ragging and to counsel perpetrators to understand and rectify their behaviour.
- To take disciplinary action against those found guilty of ragging as per the institution's policies and legal provisions.
- To ensure compliance with the regulations and guidelines set forth by regulatory bodies concerning ragging in educational institutions.
- To maintain records of reported incidents, actions taken, and outcomes for transparency and future reference.
- To coordinate with other relevant authorities, such as law enforcement and regulatory bodies, as necessary, to address serious cases of ragging.

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CHOITHRAM COLLEGE OF NURSING ANTI RAGGING COMMITTEE



Responsibilities:

- To ensure the display of posters on Institution and Department Notice Boards and other prominent designated places.
- To offer services of counselling and create awareness to the students.
- To be vigilant at all hours all around the campus and other places vulnerable to incidents of, and having the potential of, ragging and shall be empowered to inspect such places.
- To make surprise raids on hostels, and other places vulnerable to incidents and having the potential for ragging.
- To conduct an on-the-spot enquiry into any incident of ragging referred to it by the faculty or student or parent or guardian, as the case may be; and the enquiry report along with recommendations shall be submitted to the Head of the Institution for action.

Principal
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Principal





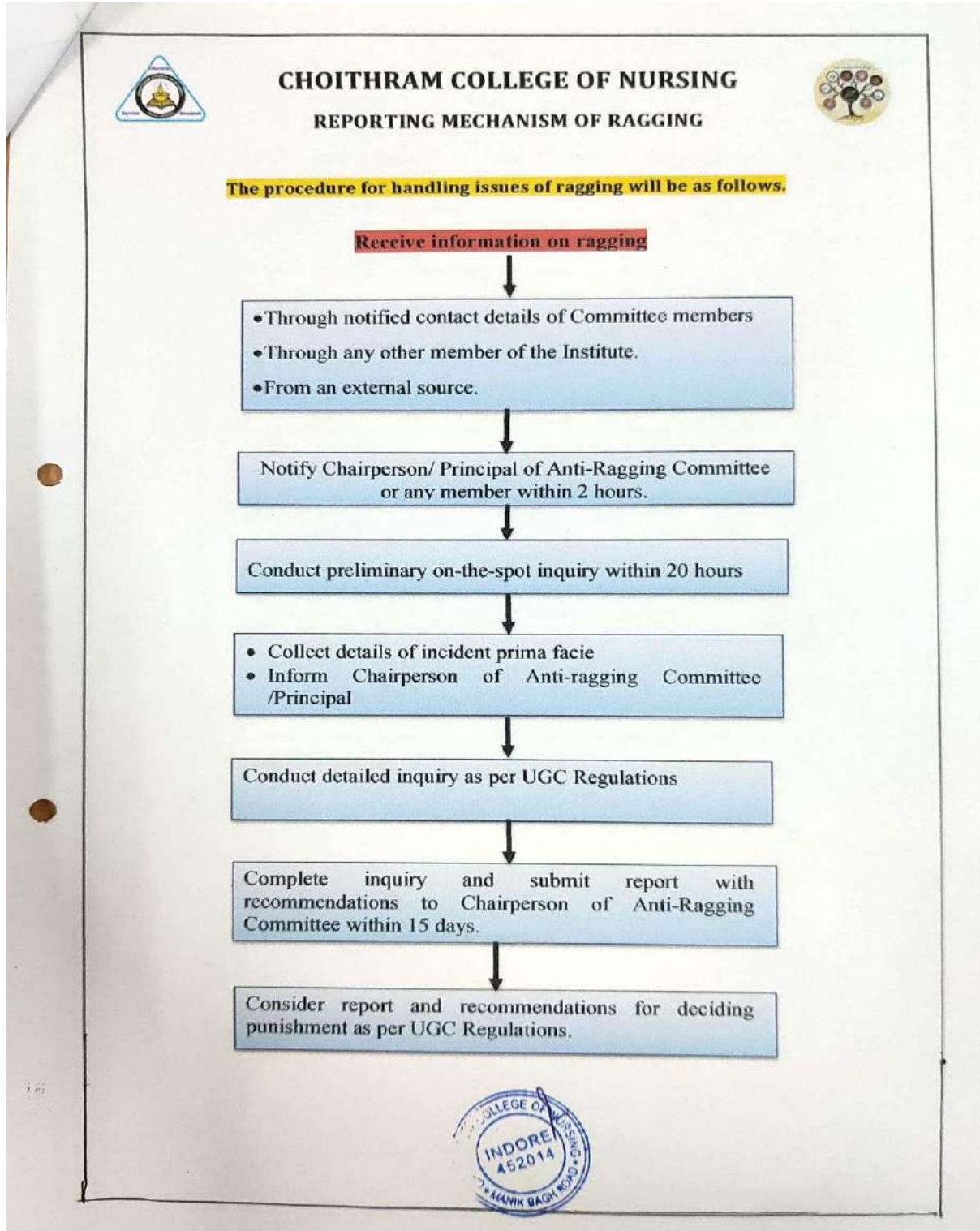
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CHOITHRAM HOSPITAL & RESEARCH CENTRE

Manik Bagh Road, INDORE-452 014 (M.P.)



Our Ref. No. CCON/19/20

Date 10/01/2019

Notification

In the observance of the orders issued by Honourable Supreme court, stating that Ragging is strictly in the educational institutions in any form. An 'Anti-Ragging Core Committee', is constituted in Choithram college of Nursing to prevent ragging and to take all necessary precautions and steps to prevent the ragging.

The committee should bring to the notice of the students the Anti Ragging Law, framed by the Government, making it punishable offence under IPC Clause (3) of Article 348 of Ragging Act 1999.

Students or their Parent/ Guardians can contact personally or telephonically to report cases related with ragging to the following members.

Anti-Ragging Committee 2018-2019

NAME	DESIGNATION	POSITION IN COMMITTEE	MOBILE NO.
Dr.(Prof) Usha Ukande	Principal	Chairperson	9425438183
Prof. Aradhana Michael	Professor	Convener	9826050048
Prof.Blessy Antony	Professor	Member	9893510257
Prof. Shreeja Vijayan	Professor	Member	9977306995
Mrs. Meenakshi Dolzake	Hostel Warden	Member	73897-13532
Ms. Merlin Joseph	Head girl	Student Member	98230-22330

Any act of Ragging must be immediately reported to the office of undersigned, so that strict action can be taken against students found involved in any kind of ragging.


Principal



Principal
Choithram College of Nursing
Manik Bagh Road,
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• website : <http://www.cconursing.com>

• e-mail : cconursing @ yahoo.co.in
• e-mail : usha_mullick@yahoo.com
• e-mail : medicine@choithram.org



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Madhya Pradesh Medical Science University, Jabalpur

CHOITHRAM HOSPITAL & RESEARCH CENTRE

Manik Bagh Road, INDORE-452 014 (M.P.)



Our Ref. No. CCON/20/52

Date 11/02/2020

Notification

In the observance of the orders issued by Honourable Supreme court, stating that Ragging is strictly in the educational institutions in any form. An 'Anti-Ragging Core Committee, is constituted in Choithram college of Nursing to prevent ragging and to take all necessary precautions and steps to prevent the ragging.


The committee should bring to the notice of the students the Anti Ragging Law, framed by the Government, making it punishable offence under IPC Clause (3) of Article 348 of Ragging Act 1999.

Students or their Parent/ Guardians can contact personally or telephonically to report cases related with ragging to the following members.

Anti-Ragging Committee 2019-2020

NAME	DESIGNATION	POSITION IN COMMITTEE	MOBILE NO.
Prof. Sheetal Saxena	Officiating Principal	Chairperson	9827657249
Prof. Aradhana Michael	Professor	Convener	9826050048
Prof. Shreeja Vijayan	Professor	Member	9977306995
Ms. Sunimol A Kumar	Asst. Professor	Member	7354162087
Mrs. Meenakshi Dolzake	Hostel Warden	Member	73897-13532
Ms. Sherin Mathew	Head girl	Student Member	7566996370

Any act of Ragging must be immediately reported to the office of undersigned, so that strict action can be taken against students found involved in any kind of ragging.


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● e-mail : medicine@choithram.org



CHOITHRAM COLLEGE OF NURSING

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Choithram Hospital & Research Centre Manik Bagh Road, Indore 452014 (M.P.)



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Ref. No. CCAN/20/285

Date 23/09/2020

Notification

In the observance of the orders issued by Honourable Supreme court, stating that Ragging is strictly in the educational institutions in any form. An 'Anti-Ragging Core Committee, is constituted in Choithram college of Nursing to prevent ragging and to take all necessary precautions and steps to prevent the ragging.

The committee should bring to the notice of the students the Anti Ragging Law, framed by the Government, making it punishable offence under IPC Clause (3) of Article 348 of Ragging Act 1999.

Students or their Parent/ Guardians can contact personally or telephonically to report cases related with ragging to the following members.

Anti-Ragging Committee 2020-2021

NAME	DESIGNATION	POSITION IN COMMITTEE	MOBILE NO.
Dr.(Prof.) Aradhana Michael	Principal	Chairperson	98260-50048
Ms. Ramya Pillai	Assist. Professor	Convener	70494-78438
Ms. Ancy Varkey	Associate Professor	Member	9479449364
Ms. Nibha Soy	Asst. Professor	Member	97136-92242
Ms. Mercy Phillip	Office Superintendent	Member	91798-35235
Ms. Shreya Shree Kumar	Head girl	Student Member	9962653628

Any act of Ragging must be immediately reported to the office of undersigned, so that strict action can be taken against students found involved in any kind of ragging.

Dr. (Prof) Aradhana Michael
Principal

Dr. (Prof.) Aradhana Michael
Principal
Choithram College of Nursing
Manik Bagh Road,
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Ref. No. CCON/21/326

Date 06/09/2021

Notification

In the observance of the orders issued by Honourable Supreme court, stating that Ragging is strictly in the educational institutions in any form. An 'Anti-Ragging Core Committee, is constituted in Choithram college of Nursing to prevent ragging and to take all necessary precautions and steps to prevent the ragging.


The committee should bring to the notice of the students the Anti Ragging Law, framed by the Government, making it punishable offence under IPC Clause (3) of Article 348 of Ragging Act 1999.

Students or their Parent/ Guardians can contact personally or telephonically to report cases related with ragging to the following members.

Anti-Ragging Committee 2021-2022

NAME	DESIGNATION	POSITION IN COMMITTEE	MOBILE NO.
Dr.(Prof.) Aradhana Michael	Principal	Chairperson	98260-50048
Prof. Ancy Varkey	Professor	Convener	9479449364
Ms. Divya Saxena	Assist. Professor	Member	9559468948
Ms. Nandini Verma	Asst. Lecturer	Member	8770239046
Ms. Mercy Phillip	Office Superintendent	Member	91798-35235
Ms. Saroj Rana	Hostel Warden	Member	73897-13532

Any act of Ragging must be immediately reported to the office of undersigned, so that strict action can be taken against students found involved in any kind of ragging.


Dr. (Prof) Aradhana Michael
Principal

Dr. (Prof.) Aradhana Michael
Principal
Choithram College of Nursing
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Ref. No. CCON/22/485

Notification

Date 17/08/2022

In the observance of the orders issued by Honourable Supreme court, stating that Ragging is strictly in the educational institutions in any form. An 'Anti-Ragging Core Committee, is constituted in Choithram college of Nursing to prevent ragging and to take all necessary precautions and steps to prevent the ragging.

The committee should bring to the notice of the students the Anti Ragging Law, framed by the Government, making it punishable offence under IPC Clause (3) of Article 348 of Ragging Act 1999.

Students or their Parent/ Guardians can contact personally or telephonically to report cases related with ragging to the following members.

Anti-Ragging Committee 2022-2023

NAME	DESIGNATION	POSITION IN COMMITTEE	MOBILE NO.
Dr.(Prof.) Aradhana Michael	Principal	Chairperson	98260-50048
Ms. Vaishali Tiwari	Asso.Professor	Convener	99264-00293
Ms. Ramya Pillai	Asso.Professor	Member	70494-78438
Ms. Nibha Soy	Asst. Professor	Member	97136-92242
Ms. Roopal Chouhan	Asst. Lecturer	Member	91310-31944
Ms. Mercy Phillip	Office Superintendent	Member	91798-35235
Mrs. Gitendra Kaur Chabra	NGO Personal (Psychologist and Counsellor)	Member	9826941815
Mr. Tarun Tiwari	Media Personal	Member	9977052828
Ms. Priyanka Tiwari (PG)	M.Sc. (N) Previous Year	Student Representatives	9669273767
Ms. Shifa Khan	B.Sc. (N) II Year		7879899041
Mrs. Manju S Chouhan	-	Parent Member	7879775595

Any act of Ragging must be immediately reported to the office of undersigned, so that strict action can be taken against students found involved in any kind of ragging.


Ms. Vaishali Tiwari
Coordinator




Dr. (Prof.) Aradhana Michael
Principal
Principal
Choithram College of Nursing
Manik Bagh Road,
Indore-452014 (M.P.) India



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Ref. No. CCON/24/040

Date 11/01/2024

Notification

In the observance of the orders issued by Honourable Supreme court, stating that Ragging is strictly in the educational institutions in any form. An 'Anti-Ragging Core Committee, is constituted in Choithram college of Nursing to prevent ragging and to take all necessary precautions and steps to prevent the ragging.

The committee should bring to the notice of the students the Anti Ragging Law, framed by the Government, making it punishable offence under IPC Clause (3) of Article 348 of Ragging Act 1999.

Students or their Parent/ Guardians can contact personally or telephonically to report cases related with ragging to the following members.

Anti-Ragging Committee 2023-2024

NAME	DESIGNATION	POSITION IN COMMITTEE	MOBILE. NO.
Prof. Shreeja Vijayan	Principal	Chairperson	9977306995
Ms. Vaishali Tiwari	Asso. Professor	Convener	99264-00293
Prof. Ancy Varkey	Professor	Member	9479449364
Ms. Nibha Soy	Asst. Professor	Member	97136-92242
Ms. Twinkle Daniel	Asst. Lecturer	Member	9479329423
Ms. Roopal Chouhan	Asst. Lecturer	Member	91310-31944
Ms. Mercy Phillip	Office Superintendent	Member	91798-35235
Mrs. Gitendra Kaur Chabra	NGO Personal (Psychologist and Counsellor)	Member	9826941815
Mr. Tarun Tiwari	Media Personal	Member	9977052828
Ms. Priyanka Tiwari (PG)	M.Sc. (N) Final Year	Student Representatives	9669273767
Ms. Fenny J. Prasad	B.Sc. (N) III Year		7879899041
Mrs. Manju S Chouhan	-	Parent Member	7879775595

Any act of Ragging must be immediately reported to the office of undersigned, so that strict action can be taken against students found involved in any kind of ragging.


Ms. Vaishali Tiwari
Coordinator




Prof. Shreeja Vijayan
Principal
Choithram Hospital & Research Centre
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CHOITHRAM COLLEGE OF NURSING INSTITUTIONAL ANTI RAGGING COMMITTEE PREVENTIVE MEASURES



As defined by the UGC, ragging encompasses any physical or mental abuse—including bullying and exclusion—targeted at another student (new or otherwise) based on attributes such as color, race, religion, caste, ethnicity, gender (including transgender), sexual orientation, appearance, nationality, regional origins, linguistic identity, place of birth, place of residence, or economic background.

Anti-Ragging Measures in the Campus

As per the recommendations, the apex court has said that ragging is unacceptable and must be deterred by exemplary and harsh punishment.

Ragging in any form is strictly prohibited in Choithram College of Nursing. Any case of abetment to ragging physically or psychologically, humiliation, violation of decency and morals, and any other offence which could be construed as ragging will be viewed extremely seriously by the institution and strict action would be taken against those found guilty. This is based on the Honourable Supreme Court of India's ruling and UGC regulations on curbing the menace of ragging in higher education institutions, 2009.

- All students admitted to Choithram College of Nursing must adhere to the institution's rules.
- In admission Brochure/ prospectus, there is mention about the total ban on ragging in the college and anyone found guilty is liable for appropriate punishment.





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- As part of the admission process, students, along with their parents or guardians, are required to sign an affidavit pledging not to engage in or support ragging, either directly or indirectly.
- To help new students acclimate to the academic and social environment, the institution organizes an orientation program during the first week of the academic year.
- An Anti-ragging committee and Anti -ragging squad have been constituted and steps were taken to implement the anti-ragging program.
- Freshers should report any ragging incidents to the Hostel Warden, Faculty Advisor, Anti-Ragging Committee, or any faculty or staff member. Reports can be made in person, by phone, email, written note, or anonymously via complaint boxes located in academic buildings and hostels.
- Information about anti-ragging measures is displayed in the college and hostel notice boards are through various channels, including posters and notices.
- Anti ragging week is celebrated every year to aware and sensitize the students about this harmful act of ragging.
- Regular interactions and counselling sessions are conducted to ensure students' comfort and to identify any potential signs of ragging. Additionally, the anti-ragging squad routinely inspects hostels, and sports areas to monitor and prevent ragging activities.

In our Institute if any student is found indulging in any activity, which comes in the category of ragging, then he/she becomes liable to any or all of following punishments:

- a) The Anti-Ragging Committee of the institution shall take an





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appropriate decision, in regard to punishment or otherwise, depending on the facts of each incident of ragging and nature and gravity of the incident of ragging established in the recommendations of the Anti-Ragging Squad.

b) The Anti-Ragging Committee may, depending on the nature and gravity of the guilt established by the Anti-Ragging Squad, award, to those found guilty, one or more of the following punishments, namely;

- i. Suspension from attending classes and academic privileges.
- ii. Withholding/ withdrawing scholarship/ fellowship and other benefits.
- iii. Debarring from appearing in any test/ examination or other evaluation process.
- iv. Withholding results.
- v. Debarring from representing the institution in any regional, national or international meet, tournament, youth festival, etc.
- vi. Suspension/ expulsion from the hostel.
- vii. Cancellation of admission.
- viii. Rustication from the institution for the academic year.
- ix. Expulsion from the institution and consequent debarring from admission to any other institution for a specified period. Provided that where the persons committing or abetting the act of ragging are not identified, the institution shall resort to collective punishment.




Principal
Principal
Choithram College of Nursing
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CHOITHRAM COLLEGE OF NURSING ANTI-RAGGING COMMITTEE MEETING MINUTES REGISTER



CHOITHRAM COLLEGE OF NURSING

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6/10/18

For prevention of Ragging among students
B.Sc (N) 1st year, a presentation on
"Prevention of Ragging" was given by
Prof.Sheetal Saxena.

Under the presentation students were
explained about the following points -

1. what is ragging?
2. where can they get help?
3. Help line No.

1800.180.5522

helpline@antiragging.in

www.antiragging.in

www.amanmovement.org

4. Responsibility of Head of the Institution
5. Penalty for ragging
6. Administrative action in the event of
ragging

students asked about their doubts &
queries, queries were solved sometimes.
75 students were present in the class.

Prof. Sheetal Saxena -
Mr. Sunil. Ajithkumar
(class coordinator - B.Sc (N) - I)





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ANTI RAGGING COMMITTEE MEETING MINUTES

Date - 01/10/2019

Time - 3-4 pm

Venue: Choithram college, Conference Room

Agenda of the meeting

- The committee has decided to make students strictly follow the Anti ragging rules in the college.
- The committee has also made declared from monthly meeting regarding anti ragging in first week of month.

The meeting was attended and chaired by Dr. Prof. Aradhana Nichal, principal, choithram college of Nursing. Committee Head Prof. Peachi, discussed the agenda of the meeting and also advised for enabling Anti-ragging committee members contact no with name in the notice board of college to report in any emergency. Students actively participated in meeting and advised for adhering the rules.

Anti Ragging committee Head

Professor peachi Anusthi (HOD OBS & Inyae Dept)

Mrs. Ramya pillai (Assistant Lecturer, MHN Dept)

Members present in meeting

Class teachers of every branch

Head girls Ms. Yogita Patidar & Ms. Navya

and one representative from each U & PH Batch.





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ANTI-RAGGING COMMITTEE MEETING MINUTES

Date - 4/11/2019

Time - 8-4 PM


Venue: Choithram College, Conference Room

Agenda of the meeting

- To describe various measures to be taken in any emergency.
- To create an awareness in students regarding legal consequences of ragging.

The meeting was attended and chaired by Dr. Prof. Aarthana Michael, Principal, Choithram College of Nursing. Committee Head Prof. Prachi discussed the agenda of meeting and also instructed to report in any emergency. Head girls and class representatives were given the responsibility for reporting any misconduct related to the ragging and inform heads of the committee immediately. She also advised for a orientation program regarding anti-ragging for every batch and make them aware regarding legal issues related to it. Students actively participated in the meeting and class teachers also has given their inputs in measures for smooth running of anti-ragging scales in the college campus. No case reported of ragging.

Anti ragging committee Head:-

Prof. Prachi Awasthi (HOD ODS &  Incharge Dept)

Mrs. Ramya Pillai (Assistant Lectures, MHN Dept.)

Members present in meeting

Class teachers of every batch

Head girls Ms. Yogita & Ms. Navya and one representative



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from each UG and PU Batch.

ANTI RAGGING COMMITTEE MEETING MINUTES

Date - 5/12/2019

Time - 3-4 PM

Venue: Choithram College, Conference Room

Agenda of the meeting

- To display anti ragging rules and contact no in prominent places of the college and also at college website.
- To decide if a surprise visit in hostel by head of the committee.

The meeting was attended and chaired by Dr. Prof. Anandhama Michael, Principal, Choithram College of Nursing. Committee Head Prof. Prachi, discussed the agenda of the meeting and rules for the anti ragging were made with each members agreement. Visit in hostels were also planned monthly. Students actively participated in the meeting and class teachers also has given their inputs in measures ragging free campus. No case reported of ragging.

Anti ragging Committee Head -

Prof. Prachi Awasthi (HOD OBS & Vignae Dept.)

Mrs. Ramya Pillai (Assistant Lecturer, MHN Dept.)

Members present in meeting

Class Teachers of every batch.

Head girls Ms. Yogita and Ms. Namya and one representative from each PU Batch.





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ANTI RAGGING COMMITTEE MEETING MINUTES

Date: 06/01/2020

Time: 3-4 pm

Venue: choithram college, Conference Room

Agenda of the Meeting

- To discuss any issues related to ragging

The meeting was attended and chaired by Dr. Prof. Aradhana Michael, principal, choithram College of Nursing. Committee head Prof. Prachi, asked to highlight any misconduct or disobedience related to ragging. Head girl told there were no issues reported till now for ragging. Students actively participated in the meeting. No case reported of ragging.

Anti ragging committee Head:

Prof. Prachi Awasthi (HOD OBS & Gynaec Dept)

Mrs. Ramya Pillai (Assistant Lecturer, MHA Dept)

Members present in Meeting

class teachers of every batch

Head girls and one representative from each UG and PG Batch.





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ANTI RAGGING COMMITTEE MEETING MINUTES

Date: 04/02/2020

Time: 1-2 pm

Venue: Choithram college,

Conference Room

Agenda of the Meeting

- To discuss any issues related to ragging
- To discuss with junior batches any harassment or bullying faced by them from the Senior batches.

The meeting was attended and chaired by Dr. prof. Aradhana Michael, principal, Choithram College of Nursing. Committee Head Prof. prachi, asked to highlight any harassment or bullying faced by junior batches from seniors. Junior batch representatives notified seniors are helping and encouraging, no harassment faced. Students actively participated in the meeting and teachers advised to adhere to the rules of anti ragging and keep the college ragging free zone.

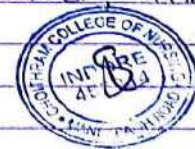
Anti ragging committee Head:

Prof. prachi Awashi (HOD OBS & Gynaec Dept).

Mrs. Ramya Pillai (Assistant Lecturer, MHN Dept)

Members present in Meeting

class teachers of every batch
Head girls and one representative from each
UG and PG Batch.





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ANTI RAGGING COMMITTEE MEETING MINUTES

Date: 05/03/2020

Time: 3:30 - 4:30 pm

Venue: Choithram college, Conference Room

Agenda of the meeting

- To discuss any issue related to ragging
- Discussion of surprise visit to hostels and Orientation program of Anti ragging.

The meeting was attended and chaired by Dr. prof. Aradhana Michael, Principal, Choithram College of Nursing. Committee head Prof. Prachi presented the reports of surprise visit in hostels with all members. She also discussed that Orientation program was also conducted in every batch for creating an awareness about the anti ragging rules. She also shared that strict warnings are also given in the orientation program to adhere with anti ragging rules otherwise their admission will be cancelled or they may be suspended if found in sort of ragging in college campus. No case reported of ragging.

The further meeting from April month was not conducted as lockdown prevailed in the state and students went home.

Anti ragging committee heads

Prof. Prachi Awasthy (HOD O&N Dept)
Mrs. Ranya Pillai (Assistant Lecturer, MW Dept)

Members Present in Meeting

class teachers of every batch

Head girls and one representative from each UG and PG batch.





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CHOITHRAM COLLEGE OF NURSING ANTI RAGGING COMMITTEE MEETING MINUTES

Date :02/11/2020

Time :3.30-4.30 pm

Venue:Cholthram college , Conference Room

Agenda of the Meeting

- To discuss any issues related to ragging
- Discussion of surprise visit to hostels and orientation program of Anti ragging

The meeting was attended and chaired by Dr. Prof. Aradhana Michael, Principal, Choithram College of Nursing. Committee Head Mrs. Ramya Pillai, presented the reports of surprise visit in hostels with all members. She also discussed that orientation program was also conducted in every batch for creating an awareness about the anti ragging rules. She also shared that strict warnings are also given in the orientation program to adhere with Anti ragging rules otherwise their admission will be cancelled or they may be suspended if found in sort of ragging in college campus. No case reported of ragging.

No incidence of ragging was reported as per discussion with student representatives

Anti ragging committee Head :

Mrs. Ramya Pillai (Assistant Professor, MHN Dept)

Mrs. Nibha Soy (Assistant Lecturer, OBG Dept)

Mrs. Mercy (Office Staff)

Mrs. Saroj Rana (Warden)

Members Present in Meeting

Class teachers of every batch.

Head girls and one representative from each UG and PG Batch.



Dr. (Prof.) Aradhana Michael
Principal
Choithram College of Nursing
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Webiste : www.choithramnursing.com

ANTI RAGGING COMMITTEE MEETING MINUTES.

DATE - 02/11/20

TIME - 3:30-4:30 PM

VENUE : CHOITHRAM COLLEGE, CONFERENCE ROOM

* Agenda of the meeting :

- To discuss any issues related to ragging.
- Discussion of surprise visit to hostels and orientation program of anti ragging.

The meeting was attended and chaired by Dr. Prof. Madhava Michael, principal, Choithram College of Nursing. Committee Head Mrs. Ranjya Pillai, presented the reports of surprise visit in hostels to all members. She also discussed that orientation awareness about the anti ragging rules. She also stated that strict warnings are also given in the orientation program to adhere to anti ragging rules otherwise their admission will be cancelled or they may be suspended if found in act of ragging in college campus. No case reported of ragging. No incidence of ragging was reported as per discussion of student representatives. Anti Ragging committee Head :

Mrs. Ranjya Pillai (Assistant Professor, MHN Dept)

Mrs. N. P. Bha. Soy (Assistant Lecturer, OBC Dept)

Mrs. Mercy (Office staff)

Mrs. Saroj Rana (warden)

Members Present in Meeting

~~Signature~~





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CHOITHRAM COLLEGE OF NURSING

ANTI RAGGING COMMITTEE MEETING MINUTES

Date :07/12/2020

Time :3.30-4.30 pm

Venue:Choithram college , Conference Room

Agenda of the Meeting

- Orientation program of ragging

The meeting was attended and chaired by Dr. Prof. Aradhana Michael, Principal, Choithram College of Nursing. Committee Head Mrs. Ramya Pillai, presented the previous meeting minutes.

The meeting discussed on various measures related to Anti ragging activities and conduct the following it is resolved to:-

- The committee was described the various measures taken to prevent ragging in the college campus.
 - To orient the students in the "orientation program about the evil effects of ragging.
 - To involve the senior student of bsc II and III year as mentor to monitor the junior students and inform the HDD's immediately, if any sort of ragging activity is seen in the college campus.
 - To create an awareness to the students about the legal consequences of ragging.
- No incidence of ragging was reported as per discussion with student representatives

Anti ragging committee Head :

Mrs. Ramya Pillai (Assistant Proffesor, MHN Dept)

Mrs. Nibha Soy (Assistant Lecturer, OBG Dept)

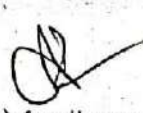
Mrs. Mercy (Office Staff)

Mrs. Saroj Rana (Warden)

Members Present in Meeting

Class teachers of every batch

Head girls and one representative from each UG and PG Batch.


Dr. (Prof.) Aradhana Michael
Principal
Choithram College of Nursing
Manik Bagh Road,
Indore-452014 (M.P.) India





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CHOITHRAM COLLEGE OF NURSING

ANTI RAGGING COMMITTEE MEETING MINUTES.

Date :04/01/2021

Time :3.30-4.30 pm

Venue:Choithram college , Conference Room

Agenda of the Meeting

- To inquire regarding any student's complaint.
- To confirm form fill up and documentation at the time of admission.

Meeting started with reading of previous meeting minutes by Mrs. Ramya Pillai (Committee Head). Committee Heads and members discussed from student representatives for any students complaints. No issues were reported.

Class teachers also confirmed Anti ragging form filling of all New Bsc. Nursing Fresher batch.

Anti ragging committee Head :

Mrs. Ramya Pillai (Assistant Professor, MHN Dept)

Mrs. Nibha Soy (Assistant Lecturer, OBG Dept)


Mrs. Mercy (Office Staff)

Mrs. Saroj Rana (Warden)

Members Present in Meeting

Class teachers of every batch

Head girls and one representative from each UG and PG Batch.


Dr. (Prof.) Aradhana Michael
Principal
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CHOITHRAM COLLEGE OF NURSING ANTI RAGGING COMMITTEE MEETING MINUTES

Date :01/02/2021

Time :3.30-4.30 pm

Venue:Choithram college , Conference Room

Agenda of the Meeting

- Awareness program to be conducted on sexual harrasment.

Meeting started with reading of previous meeting minutes by Mrs. Ramya Pillai (Committee Head).The members of the committee decided to conduct an awareness program on sexual harrasment.

The principal suggested to the members that the program be conducted in collaboration with the "Women Empowerment cell "about awareness of sexual harassment.

No incidence of ragging was reported as per discussion with student representatives

Anti ragging committee Head :

Mrs. Ramya Pillai (Assistant Proffesor,MHN Dept)

Mrs. Nibha Soy (Assistant Lecturer,OBG Dept)

Mrs. Mercy (Office Staff)

Mrs. Saroj Rana (Warden)

Members Present in Meeting

Class teachers of every batch

Head girls and one representative from each UG and PG Batch.

Dr. (Prof.) Aradhana Michael
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CHOITHRAM COLLEGE OF NURSING ANTI RAGGING COMMITTEE MEETING MINUTES

Date :01/03/2021

Time :3.30-4.30 pm

Venue:Choithram college , Conference Room

Agenda of the Meeting

- Measures for Anti ragging

Meeting started with previous minutes read by the head ,Mrs. Ramya Pillai. Members were directed to prevent the ragging in and outside of the campus' If anything found, members are asked to bring it to the notice immediately. The team agreed to keep a continuous watch and vigil over ragging so as to prevent its Occurrence. Mobile phones and other communication devices may be permitted in Residential areas including hostels to provide access to the students to reach out for help from teachers, parents and institution authorities as ordered by principal mam.

No incidence of ragging was reported as per discussion with student representatives

Anti ragging committee Head :

Mrs. Ramya Pillai (Assistant Proffesor,MHN Dept)

Mrs. Nibha Soy (Assistant Lecturer,OBG Dept)

Mrs. Mercy (Office Staff)

Mrs. Saroj Rana (Warden)

Members Present in Meeting

Class teachers of every batch

Head girls and one representative from each UG and PG Batch.



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CHOITHRAM COLLEGE OF NURSING ANTI RAGGING COMMITTEE MEETING MINUTES

Date :05/04/2021

Time :3.30-4.30 pm

Venue:Choithram college , Conference Room

Agenda of the Meeting

- Informing about the disciplinary actions for the defaulters.

Meeting started with reading of previous meeting minutes by Mrs. Ramya Pillai (Committee Head).
discussion started about the ragging , its acts and its consequences on the student if found guilty. All the
below written acts and consequences were discussed with team members and student representatives.

Acts resulting in: -

- A. Mental / physical / sexual abuse and verbal abuse
- b. Indecent behavior
- C. Criminal intimidation/ wrongful restraint
- D. Undermining human dignity
- e. Financial exploitation/extortion
- l. Use of force


Each of the above is a criminal offence.

Student indulging in ragging can be: -

- Expelled from the college / Institution
- Banned from the hostel
- His/her Scholarship can be withdrawn
- Debarred from examinations
- Denied admission to any college/institutes
- Prosecuted for criminal action
- FIR will be lodged with local police against those who rag/mute witnesses to ragging.
No incidence of ragging was reported as per discussion with student representatives

Anti ragging committee Head :

- Mrs. Ramya Pillai (Assistant Professor,MHN Dept)
- Mrs. Nibha Soy (Assistant Lecturer,OBG Dept)
- Mrs. Mercy (Office Staff)
- Mrs. Saroj Rana (Warden)
- Members Present In Meeting
- Class teachers of every batch
- Head girls and one representative from each UG and PG Batch.


Dr. (Prof.) Aradhana Michael
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CHOITHRAM COLLEGE OF NURSING ANTI RAGGING COMMITTEE MEETING MINUTES

Date :03/05/2021

Time :3.30-4.30 pm

Venue:Choithram college , Conference Room

Agenda of the Meeting

- Discussion on laws related to ragging

Meeting started with previous months minutes , discussion read by Mrs. Ramya Pillai. Following points were discussed.

- All the members of anti ragging committee were explained about HON'BLE Supreme court directives against ragging.
 - The wardens of the hostel were instructed to keep strict vigilance in evening and night hours, so as to prevent any ragging incidents in hostel.
 - Students were directed to maintain the discipline of the campus.
- No incidence of ragging was reported as per discussion with student representatives

Anti ragging committee Head :

- Mrs. Ramya Pillai (Assistant Professor, MHN Dept)
- Mrs. Nibha Soy (Assistant Lecturer, OBG Dept)
- Mrs. Mercy (Office Staff)
- Mrs. Saroj Rana (Warden)

Members Present in Meeting

- Class teachers of every batch
- Head girls and one representative from each UG and PG Batch.



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CHOITHRAM COLLEGE OF NURSING

ANTI RAGGING COMMITTEE MEETING MINUTES

Date :07/06/2021

Time :3.30-4.30 pm

Venue:Choithram college , Conference Room

Agenda of the Meeting

- Safety of the hostel premises

Meeting started with previous minutes meeting reading . Wardens were instructed to strictly maintain the visitors register and not allow students to meet any strangers , also follow the hostel rules related to visitors and student outings.

Separate record for each batch's outing should be maintained and proper attendance should be taken after the outings.

No incidence of ragging was reported as per discussion with student representatives

Anti ragging committee Head :

- Mrs. Ramya Pillai (Assistant Proffesor,MHN Dept)
- Mrs. Nibha Soy (Assistant Lecturer,OBG Dept)
- Mrs. Mercy (Office Staff)
- Mrs. Saroj Rana (Warden)

Members Present in Meeting

- Class teachers of every batch
- Head girls and one representative from each UG and PG Batch.



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CHOITHRAM COLLEGE OF NURSING ANTI RAGGING COMMITTEE MEETING MINUTES

Date :05/07/2021

Time :3.30-4.30 pm

Venue: Cholthram college , Conference Room

Agenda of the Meeting

- Availability of Notices and details about ragging in notice boards and college website

Meeting started with reading of previous meeting minutes by Mrs. Ramya Pillai (Committee Head). The committee decided to check the location of the Anti ragging committee and activity boards at appropriate places in notice boards and to revise the changes.

Committee also prepared a short detail regarding ragging which will be published on college websites and notice boards. No incidence of ragging was reported as per discussion with student representatives.

Anti Ragging Committee Head :

- Mrs. Ramya Pillai (Assistant Professor, MHN Dept)
- Mrs. Nibha Soy (Assistant Lecturer, OBG Dept)
- Mrs. Mercy (Office Staff)
- Mrs. Saroj Rana (Warden)

Members Present in Meeting

- Class teachers of every batch
- Head girls and one representative from each UG and PG Batch.



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CHOITHRAM COLLEGE OF NURSING ANTI RAGGING COMMITTEE MEETING MINUTES

Date :02/08/2021

Time :3.30-4.30 pm

Venue: Choithram college , Conference Room

Agenda of the Meeting

- Any issue related to ragging
- Ragging meeting to be conducted quarterly.

Meeting started with reading of previous meeting minutes by Mrs. Ramya Pillai (Committee Head). It was also decided to conduct meeting quarterly. website updation and anti ragging forms for new admission were arranged beforehand. No cases reported of ragging and sexual harassment.

Anti Ragging Committee Head :

- Mrs. Ramya Pillai (Assistant Professor, MHN Dept)
- Mrs. Nibha Soy (Assistant Lecturer, OBG Dept)
- Mrs. Mercy (Office Staff)
- Mrs. Saroj Rana (Warden)

Members Present in Meeting

- Class teachers of every batch

Head girls and one representative from each UG and PG Batch.



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CHOITHRAM COLLEGE OF NURSING

ANTI RAGGING COMMITTEE MEETING MINUTES

Date :01/11/2021

Time :3.30-4.30 pm

Venue:Choithram college , Conference Room

Agenda of the Meeting

- To discuss any issues related to ragging
- Discussion of surprise visit to hostels and orientation program of Anti ragging

The meeting was attended and chaired by Dr. Prof. Aradhana Michael, Principal, Choithram College of Nursing. Committee Head Mrs. Ramya Pillai , presented the reports of surprise visit in hostels with all members. She also discussed that orientation program was also conducted in every batch for creating an awareness about the anti ragging rules. She also shared that strict warnings are also given in the orientation program to adhere with Anti ragging rules otherwise their admission will be cancelled or they may be suspended if found in sort of ragging in college campus. No case reported of ragging.

No incidence of ragging was reported as per discussion with student representatives

Anti ragging committee Head :

Mrs. Ramya Pillai (Assistant Proffesor,MHN Dept)

Mrs. Nibha Soy (Assistant Lecturer,DBG Dept)


Mrs. Mercy (Office Staff)

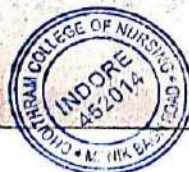
Mrs. Saroj Rana (Warden)

Members Present in Meeting

Class teachers of every batch

Head girls and one representative from each UG and PG Batch.


Dr. (Prof.) Aradhana Michael
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CHOITHRAM COLLEGE OF NURSING ANTI-RAGGING COMMITTEE MEETING MINUTES

Date: 11/03/2022

Time: 11:30-12:30 pm

Venue: Choithram college, Conference Room.

Agenda of the meeting

- To discuss any issues related to ragging
- Re-orient students with the anti-ragging rules
- To discuss new committee members
- Collect the updates about committee implementation during classes.

After the long holidays and due to covid third cycle students rejoined the college in the month of March 2022. Due to covid since 2020 no anti-ragging activity physically hence, committee members have. A meeting was conducted & chaired by Dr. Prof. Aradhana Michael Principal of Choithram College of Nursing. All committee members were present in the meeting. During class committee meetings, the principal, head of the departments & attendance in charge created awareness among students about the prevention of ragging & other issues regarding ragging the students were monitored so, that new committee meeting members were held periodically. Student representatives from each batch were instructed about the anti-ragging rules and students were asked if they are facing any issues related to ragging.

No incident of ragging was reported as per discussion with student representatives.

Anti-Ragging Committee Members:

Prof. Ancy Varkey (CHN Dept) - Committee Head:

Mrs. Divya Saxena (Asst. Professor - OBG Dept)

Mrs. Nandini (Asst. Lecture)

Mrs. Mercy (Office Staff)

Mrs. Saroj Rana (Warden)

Members Present in Meeting

Class teachers of every batch

Head girls and one representative from each UG and PG Batch.


Dr. Prof. Aradhana Michal (Principal),

Choithram College of Nursing, Manik Bagh Road,

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CHOITHRAM COLLEGE OF NURSING ANTI-RAGGING COMMITTEE MEETING MINUTES

Date: 10 /06/2022
Time: 3:30 -4:30 pm

Venue: Choithram college, Conference Room.

Agenda of the meeting

- To discuss any issues related to ragging,
- Re-orient students with the anti-ragging rules,
- Hand over from the previous committee,
- Discussion of surprise visits to hostels.

The Meeting started with a reading of previous minutes by the head Mrs. Ramya Pillai. New committee head prof. Ancy Verkey surprise visit to the hostel with all members. Shereoriented students with the anti-ragging rules, and during the handover of duties to new committee members, a meeting was conducted by Dr.Prof.Aradhana Michael Principal of Choithram College of Nursing. Old and new committee members were present in the meeting where proper handover of duties and responsibilities along with registers maintained were given to the new members. Student representatives from each batch were instructed about the anti-ragging rules and students were asked if they are facing any issues related to ragging to the new batch.

No incident of ragging was reported as per discussion with student representatives.

Anti-Ragging Committee Members:

Prof.Ancy Varkey (CHN Dept)-Committee Head:

Mrs.Supriya.ch (Asst. Professor -MSN Dept)

Mrs.Nandini (Asst. Lecture)

Mrs.Mercy (Office Staff)

Mrs. Saroj Rana(Warden)

Members Present in Meeting

Class teachers of every batch

Old and new committee members.

Head girls and one representative from each UG and PG Batch.

Dr.Prof.Aradhana Michal(Principal),

Choithram College of Nursing, Manik Bagh Road,

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CHOITHRAM COLLEGE OF NURSING ANTI-RAGGING COMMITTEE MEETING MINUTES

Date: 07/10/2022
Time:3:30-4:30 pm

Venue: Choithram college, Conference Room.

Agenda of the meeting

- Courses on ethics and morals shall be welcomed into the curriculum of a new batch,
- Orientation program of ragging
- To confirm from fill-up and documentation at the time of admission,
- Re-orient students with the anti-ragging rules.

The Meeting started with a reading of previous minutes by the head Prof. Ancy Varkey. She orients students with the anti-ragging rules, especially for the new first-year batch. The meeting was conducted and chaired by Dr. Prof. Aradhana Michael Principal of Choithram College of Nursing. All new committee members were present at the meeting. All batch students (1st, 2nd, 3rd, 4th, year) filled out the anti-ragging forms & for a new batch of 1st-year, students were instructed on the forms and given awareness on the criteria of anti-ragging. Student representatives from each batch were instructed about the anti-ragging rules and students were asked if they are facing any issues related to ragging from the new batch.

No incident of ragging was reported as per discussion with student representatives.

Anti-Ragging Committee Members:

Prof. Ancy Varkey (CHN Dept)-Committee Head:

Mrs. Supriya.ch (Asst. Professor -OBG Dept)

Mrs. Nandini (Asst. Lecture)

Mrs. Mercy (Office Staff)

Mrs. Saroj Rana (Warden)

Members Present in Meeting

Class teachers of every batch,

Head girls and one representative from each UG and PG Batch.

Dr. Prof. Aradhana Michal (Principal),

Choithram College of Nursing, Manik Bagh Road,

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CHOITHRAM COLLEGE OF NURSING ANTI-RAGGING COMMITTEE MEETING MINUTES

Date: 09/12/2022
Time:3:30-4:30 pm

Venue: Choithram college, Conference Room.

Agenda of the meeting

- Awareness program shall be held periodically within the campus with students & parents,
- To find out any issues regarding ragging
- Re-orient students with the anti-ragging rules.

The Meeting started with a reading of previous minutes by the head prof. Ancy Varkey. She oriented students with the anti-ragging rules, especially for the new first-year batch. The meeting was conducted and chaired by Dr.Prof.Aradhana Michael Principal of Choithram College of Nursing. All new committee members were present at the meeting. As per government rule anti ragging affidavit is to be filled in by students with an undertaking from parents of new students inthe AARAMBH-the beginning of the healing touch (welcome) program.students were instructed on the forms and given awareness of the criteria of anti-ragging. Student representatives from each batch were instructed about the anti-ragging rules and students were asked if they are facing any issues related to ragging from the new batch.

No incident of ragging was reported as per discussion with student representatives.

Anti-Ragging Committee Members:

Prof.Ancy Varkey (CHN Dept)-Committee Head:

Mrs.Supriya.ch (Asst. Professor -OBG Dept)

Mrs.Nandini (Asst. Lecture)

Mrs.Mercy (Office Staff)

Mrs. Saroj Rana(Warden)

Members Present in Meeting

Class teachers of every batch,

Head girls and one representative from each UG and PG Batch.


Dr.Prof.Aradhana Michal(Principal),

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CHOITHRAM COLLEGE OF NURSING Anti-Ragging Committee Minutes Meeting 2022-2023

Date: 9 /3/ 2023
Time: 10:30am-11:00am
Venue: Principal Office

The meeting of anti-ragging committee was held on 9/3/23 in the office of Principal under the chairmanship of Dr. (Prof) Aradhana Michael.

Agenda of the meeting:

- To review the case of ragging if any.
- To Organized anti-ragging Awareness programmes.
- To guide the day scholar students about anti-ragging.
- Guidance to Hosteller.
- Any other relevant subject at the time of meeting.

Minutes of Meeting:

- Minutes of earlier meeting were read by Ms. Vaishali Tiwari Patil and approved by chairperson Dr. Prof. Aradhna Michael.
- There is a no case regarding ragging of student.
- All the member of committee visited to all hostels on the campus and guided students regarding the issue.
- Subject to last meeting a notice was displayed on notice board and was circulated to students to fill online anti-ragging form with in the time limit.

The following members were present for the meeting.

1. Ms. Vaishali Tiwari
2. Prof. Ancy Varkey
3. Ms. Ramya Pillai
4. Ms. Nibha Soy
5. Ms. Roopal Chauhan
6. Ms. Priya Pandit
7. Mrs. Saroj Rana
8. Head Girls


Dr.(Prof) Aradhana Michael

Principal & Chairperson

Dr. (Prof.) Aradhana Michael
Principal
Choithram College of Nursing
Manik Bagh Road,
Indore-452014 (M.P.) India





CHOITHRAM COLLEGE OF NURSING

Accredited by NAAC, Affiliated to INC, MPNRC Bhopal, MPMSU Jabalpur
Choithram Hospital & Research Centre Manik Bagh Road, Indore 452014 (M.P.)



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● Principal: +91-731-4939909

E-mail : cconursing@yahoo.co.in, choithramoffice@gmail.com
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CHOITHRAM COLLEGE OF NURSING Anti-Ragging Committee Minutes Meeting 2022-2023

Date: 16 /6/ 2023
Time: 3:30Pm-4:00 Pm
Venue: Principal Office

The meeting of anti-ragging committee was held on 16/6/23 in the office of Principal under the chairmanship of Dr. (Prof) Aradhana Michael.

Agenda of the meeting:

- To review the case of ragging if any.
- To guide the day scholar students about anti-ragging.
- Guidance to hostel students.
- Any other relevant subject at the time of meeting.

Minutes of Meeting

- Minutes of earlier meeting were read by Ms. Vaishali Tiwari and approved by chairperson Dr. Prof. Aradhana Michael.
- There is a no case regarding ragging of student.
- All the member of committee visited to all hostels on the campus and guided students regarding the issue.

The following members were present for the meeting.

1. Ms. Vaishali Tiwari
2. Prof. Ancy Varkey
3. Mrs. Mercy Phillip
4. Ms. Nibha Soy
5. Ms. Roopal Chauhan
6. Ms. Priya Pandit
7. Mrs. Saroj Rana
8. Head Girls and one representative from each UG AND PG Batch.

Dr.(Prof) Aradhana Michael
Principal & Chairperson

Dr. (Prof.) Aradhana Michael
Principal
Choithram College of Nursing
Manik Bagh Road,
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CHOITHRAM COLLEGE OF NURSING Anti-Ragging Committee Minutes Meeting 2022-2023

Date: 28/8/2023
Time: 3:00Pm-4:00 Pm
Venue: Meeting Room

The meeting of anti-ragging committee was held on 28/8/23 in the Meeting room under the chairmanship of Dr. (Prof) Aradhana Michael.

Agenda of the meeting:

- To review the case of ragging if any.
- Feedback on Anti-ragging week (12th -18th August 2023) activities.
- Any other relevant subject at the time of meeting.

Minutes of Meeting

- Minutes of earlier meeting were read by Ms. Vaishali Tiwari and approved by Chairperson Dr. Prof. Aradhana Michael.
- There is a no case regarding ragging of student.
- All the members of committee had given their views on Anti-ragging week celebration and decided to conduct more events / awareness activities regarding the same to sensitize the students.

The following members were present for the meeting.

1. Ms. Vaishali Tiwari
2. Prof. Ancy Varkey
3. Mrs. Mercy Phillip
4. Ms. Nibha Soy
5. Ms. Roopal Chauhan
6. Mrs. Saroj Rana
7. Head Girls and one representative from each UG AND PG Batch.

Dr.(Prof) Aradhana Michael
Principal & Chairperson

Dr. (Prof.) Aradhana Michael
Principal
Choithram College of Nursing
Manik Bagh Road,
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Ms. Vaishali Tiwari
Associate Professor & Coordinator





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Ref. No. CCON/24/370

Date 25/06/2024

I, **Prof. Shreeja Vijayan**, affirm that our institute strictly adheres to the guidelines set forth by the Indian Nursing Council and the University Grants Commission (UGC) for the Prevention of Sexual harassment and Ragging. Students can submit their complaints directly to the committee members. Additionally, our institute ensures that students and their parents submit the Anti-Ragging Undertaking. We strictly adhere to the guidelines outlined in the Anti-Ragging Compliance Form and submit it regularly.




Principal

Principal
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Ref. No. CCON/24/37

Date 25/06/2024

Over the past five years (2018-2023), an analysis of the minutes from the Sexual Harassment and Anti-Ragging Committee meetings shows that no incidents have been reported by students. Consequently, no actions have been recorded to date.




Principal

Principal
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